



## Regular Meeting, Board of Trustees, Gallatin Gateway School District #35

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### Open Session

**DATE:** August 8, 2011

**TIME:** 7:00 PM

**PLACE:** Gallatin Gateway School Multipurpose Room

### MEMBERS

**PRESENT:** Erik Yager, Chair  
Celia O'Connor, Vice Chair  
Cory Taylor  
Wayne Thiem

### MEMBERS

**ABSENT:** Cheryl Deats

### STAFF

**PRESENT:** Kim DeBruycker, Superintendent; Carrie Fisher, District Clerk; Liz Matthews, Teacher and Mike Coon, Teacher.

### OTHERS

**PRESENT:** Donna Shockley, Ann Prescott, Lain Kay, Cheryl Arnaud, and Tom O'Connor

### CALL TO ORDER

The meeting was called to order at 7:12 pm.

Board Chair Erik Yager explained the public comment process to be followed for addressing the Board in accordance with Gallatin Gateway School Policy #1441. He stated that prior to a vote the public may comment on agenda items. There will be time for public comment on non-agenda items. Public comment periods are not intended to be a question and answer session and may not include discussions of performance, evaluations or anything that may infringe on any person's right to privacy.

### PUBLIC COMMENT ON NON-AGENDA ITEMS

Ann Prescott expressed concern to the Board toward 1) The Board's decision on May 9, 2011 to distance itself from a fellow Board member; 2) She feels the Board seems to be muzzling dissenting opinions; 3) She is concerned with staff turnover; 4) She feels as a community member she is "purposely ignored" and not heard; 5) She feels the Gallatin Gateway School is not the healthiest environment—"needs to be a healthy school inside and out"; 6) She feels as though the Board does not allow community members to ask questions; and 7) She feels as though the Board is denying the community freedom of speech. She then encouraged the Board to look at the symptoms of her concerns and also provided the Board with a letter expressing these concerns. (attached)

### CONSENT AGENDA

A motion was made by Vice Chair Celia O'Connor to approve the minutes for the June 6, 2011-regular meeting; approve warrants (#30859-#30998 and direct deposit payroll. Voids-none); Expenditure vs. Budget Reports dated August 5, 2011; Cash Reconciliation as of June 30, 2011 dated August 5, 2011; and Extra-Curricular Expenditure and Reconciliation Report as of June 27,

2011 with a balance of \$29,818.96. Trustee Cory Taylor seconded the motion. For: O'Connor, Taylor, Thiem, and Yager. Opposed: none. Motion passed unanimously.

## SUPERINTENDENT'S REPORT

Ms. Kim DeBruycker presented the following information with the Board: 1) Music Donation from Dr. Fred Schwindeman's Office; 2) Track Meet Lawsuit Update; 3) Early Learning Article by NAESP foundation; 4) Core Curriculum and State Standards; 5) 2010-2011 Primary Care Clinic Year-end Report; 5) Maintenance update; 6) Appreciation for Kelly Haskins attending Common Core Workshop; 7) Update on the progress of school opening on August 24, 2011.

## OLD BUSINESS

The Board reviewed the Montana Quality Schools Planning Grant Application, which is due to the state on August 19, 2011.

Vice Chair Celia O'Connor moved that based on community input and priorities defined by the Gallatin Gateway School's planning/safety committee, the Gallatin Gateway School board has identified the Energy Efficiency Upgrade as the number one priority. This includes heating, cooling, ventilation, temperature control, and lighting control. Trustee Wayne Thiem seconded the motion.

*Public Comment:* Lain Kay felt that the grant was poorly worded in section four about the computer Room HVAC Upgrade and felt that if the statements made were indeed true the District should not wait for a grant to be approved, but rather make it a budgetary priority to fix the conditions.

## NEW BUSINESS

The Board discussed hosting a back-to-school event. Trustee Wayne Thiem explained that he would like to see the Board host an event where the community, parents and students could come for dinner, meet each other, and walk through the school. The Board agreed upon hosting the event on Monday, August 29, 2011 beginning at 5:30pm. Dr. DeBruycker will work with Trustee Thiem on the details and advertising. The Board also invited the Teachers' Union to meet and greet parents on the same evening if they wished. Dr. DeBruycker was asked to extend the invitation on their behalf.

Business Manager Ken Mosby presented the Board with the preliminary FY12 budgets for the following budgeted funds of the Gallatin Gateway School District along with providing the Board members with an outline detailing the budget process for FY10, FY11, and FY12:

1. General Fund:	\$1,116,129.43
2. Transportation Fund:	\$119,500.00
3. Bus Depreciation Reserve Fund:	\$66,300.00
4. Tuition Fund:	\$825.00
5. Retirement Fund:	\$155,000.00
6. Debt Service Fund:	\$113,000.00
7. Building Reserve Fund:	\$26,500.00
8. Adult Education Fund:	\$17,500.00
9. Flexibility Fund:	\$4,748.00
10. Technology Acquisition and Depreciation Fund:	\$26,500.00

*Public Comment:* Lain Kay commented that the Board obviously did not want public comment because there are no breakdowns on the preliminary budget. She stated, "this is a piece of paper with a bunch of numbers." Ann Prescott agreed with Lain Kay and noted that the Board and the public needs more detailed, line-item information prior to the board's adoption of the final budget. Ann Prescott questioned

why the Board wouldn't want to see a more detailed budget, commenting, "I want you to watch everything." Donna Shockley noted that even though the budget serves a guideline, she felt the public should be able to see a breakdown of budget line items. Lain Kay explained that the budget information available is "not what we expected a school budget to look like."

Trustee Wayne Thiem excused himself from the meeting at 8:20pm.

A motion was made by Trustee Cory Taylor hire FV Cleaning to perform custodial services for the District. The motion was seconded by Vice Chair Celia O'Connor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

Vice Chair Celia O'Connor and Trustee Cory Taylor recommended the Board make no revisions to GGS Policy #6121P2- Daily Operations. Trustee Taylor explained that the Board reviewed the policy due to community concerns, but found the policy to be effective as it reads.

*Public Comment:* Lain Kay questioned if the district had a full-time or part-time counselor and if they had a school psychologist. She also asked if the counselor had or would receive administrator training.

A motion was made by Vice Chair Celia O'Connor to dispose of District records in accordance with Schedule No. 7 for School Districts (list attached). The motion was seconded by Trustee Cory Taylor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

*Public Comment:* Donna Shockley recommended the Board keep all payroll records.

A motion was made by Vice Chair Celia O'Connor to offer Brady Dahl a classified contract for the 2011-2012 school year as a Network Administrator at a rate of \$10/hour for 600 hours. The motion was seconded by Trustee Cheryl Deats. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

A motion was made by Trustee Cory Taylor to offer Neal Krogstad a classified contract for the 2011-2012 school year as a classroom/office aide at a rate of \$11/hour for 56 days. The motion was seconded by Vice Chair Celia O'Connor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

A motion was made by Vice Chair Celia O'Connor to offer Ann Coon a classified contract for the 2011-2012 school year as a Library Media Clerk at a rate of \$9/hour for 40 hours/wk for 41 weeks or not to exceed 600 hours. The motion was seconded by Trustee Cory Taylor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

A motion was made by Trustee Cory Taylor to offer Andrew Bassler a classified contract for the 2011-2012 school year as a Title I Paraprofessional at a rate of \$12.50/hour. The motion was seconded by Vice Chair Celia O'Connor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

A motion was made by Trustee Cory Taylor to offer Kacee Black a 1.0 FTE certified contract for the 2011-2012 school year pending an adequate background/fingerprinting results and TB test. The motion was seconded by Vice Chair Celia O'Connor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

A motion was made by Trustee Cory Taylor to offer Ashley Davis a 1.0 FTE certified contract for the 2011-2012 school year pending an adequate background/fingerprinting results and TB test. The motion was seconded by Vice Chair Celia O'Connor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

A motion was made by Vice Chair Celia O'Connor to offer Kim Wegner-McCauley a 1.0 FTE certified contract for the 2011-2012 school year pending an adequate background/fingerprinting results and TB test. The motion was seconded by Trustee Cory Taylor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

A motion was made by Vice Chair Celia O'Connor to hire the following extra-curricular positions:

- Girls' Basketball Coach- Duane Walker- \$1020/season
- Boys' Basketball Coach- Duane Walker- \$1020/season
- Wrestling Coach- Mike Coon- \$1020/season
- Adult Education Coordinators- Mike Coon- \$1550/year
- Carrie Fisher- \$575/year
- Athletic Directors- Mike Coon- \$1400/year
- Carrie Fisher- \$725/year

The motion was seconded by Trustee Cory Taylor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

*Public Comment:* Lain Kay felt the salaries were "hefty."

A motion was made by Vice Chair Celia O'Connor to approve the following out-of-district student attendance agreements:

Grade	Home District	Status
6	Belgrade	Current
3	Belgrade	New
K	Belgrade	New
1	Bozeman	New
3	Bozeman	New
5	Bozeman	New

The motion was seconded by Trustee Cory Taylor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

A motion was made by Trustee Cory Taylor to approve revisions to the following 2011-2012 District Handbooks/Manuals/Plans:

- Bus Rider's Manual
- Athletic Handbook
- Employee Forms and Reference manual,
- Crisis Manual
- Volunteer Handbook
- Parent and student Handbook
- Mentor Handbook
- Gifted & Talented Plan

The motion was seconded by Vice Chair Celia O'Connor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

A motion was made by Vice Chair Celia O'Connor to appoint the following individuals to the positions as listed:

- Title X- Homeless Liaison- Kim McCauley
- Title IX- Equal Opportunity- Kim McCauley
- Title VI- Kim McCauley
- 504 Coordinator- Kim DeBruycker
- Gallatin-Madison Cooperative Representative- Kim DeBruycker

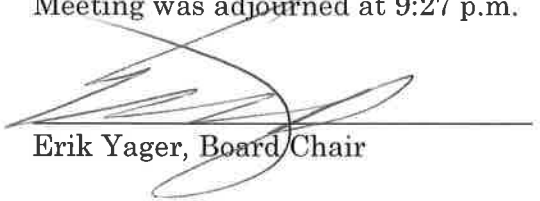
ADA-Title II- Ambure Thorn

The motion was seconded by Trustee Cory Taylor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

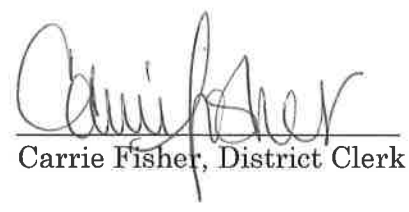
**ADJOURNMENT**

A motion was made by Trustee Cory Taylor to adjourn the meeting. The motion was seconded by Vice Chair Celia O'Connor. For: O'Connor, Taylor, and Yager. Opposed: none. Motion passed unanimously.

Meeting was adjourned at 9:27 p.m.



Erik Yager, Board Chair



Carrie Fisher, District Clerk

# Montana Quality Schools Planning Grant Program



*“Educating the Future”*

Gallatin Gateway School District #35

Gallatin Gateway, MT

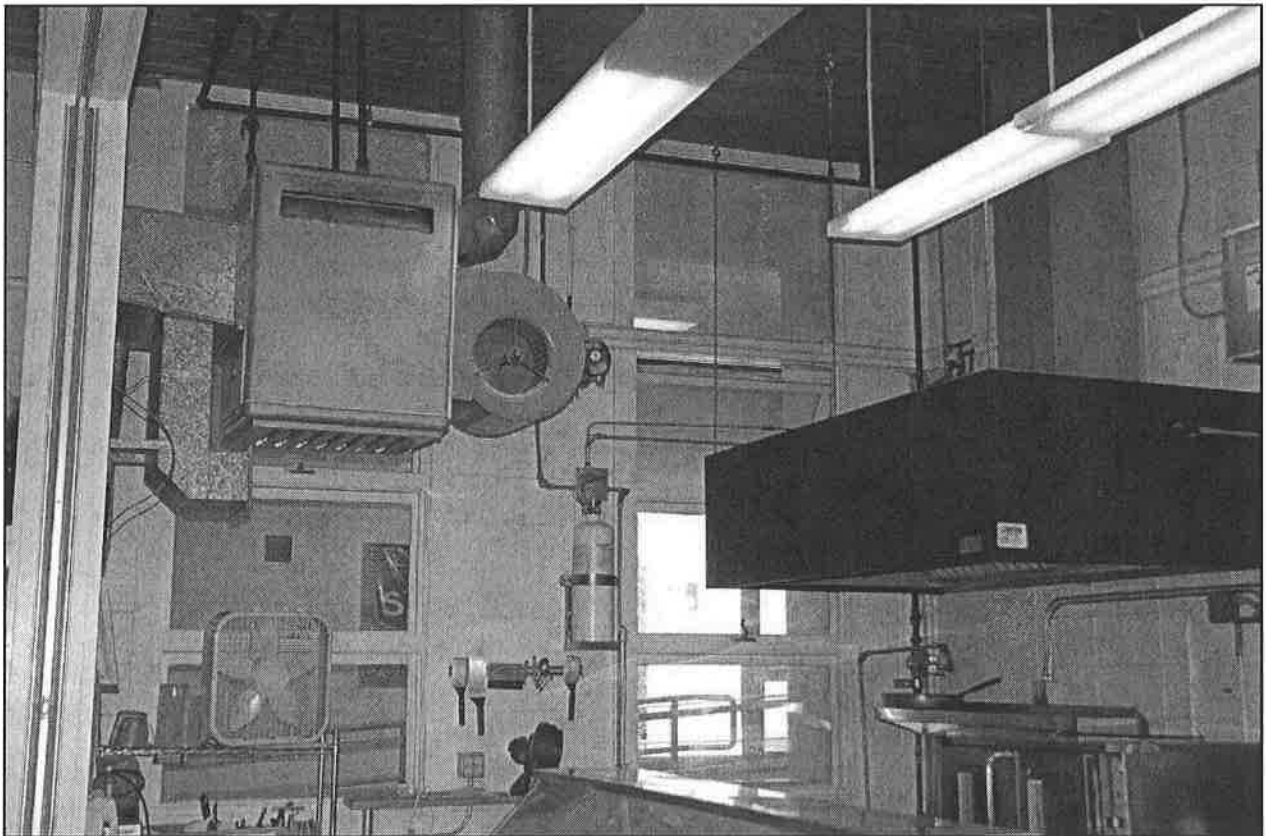
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### Planning Project Narrative:

Gallatin Elementary School has several heating and ventilating deficiencies that are creating a substandard learning environment and wasting energy. This planning project would allow engineers to further develop the scope of work, implement project specific energy audit , and create schematic level construction documents for pricing. At the completion of our planning project, we will have a defined project along with all documentation necessary for support of a Quality School Grant Application.

Several of the heating and ventilating issues in the project could qualify for statutory priority #1 and #2, however at this time we have chosen item #4 because they interrelated as part of the building's heating and ventilating system. The following is a list of HVAC deficiencies that the planning project will address:

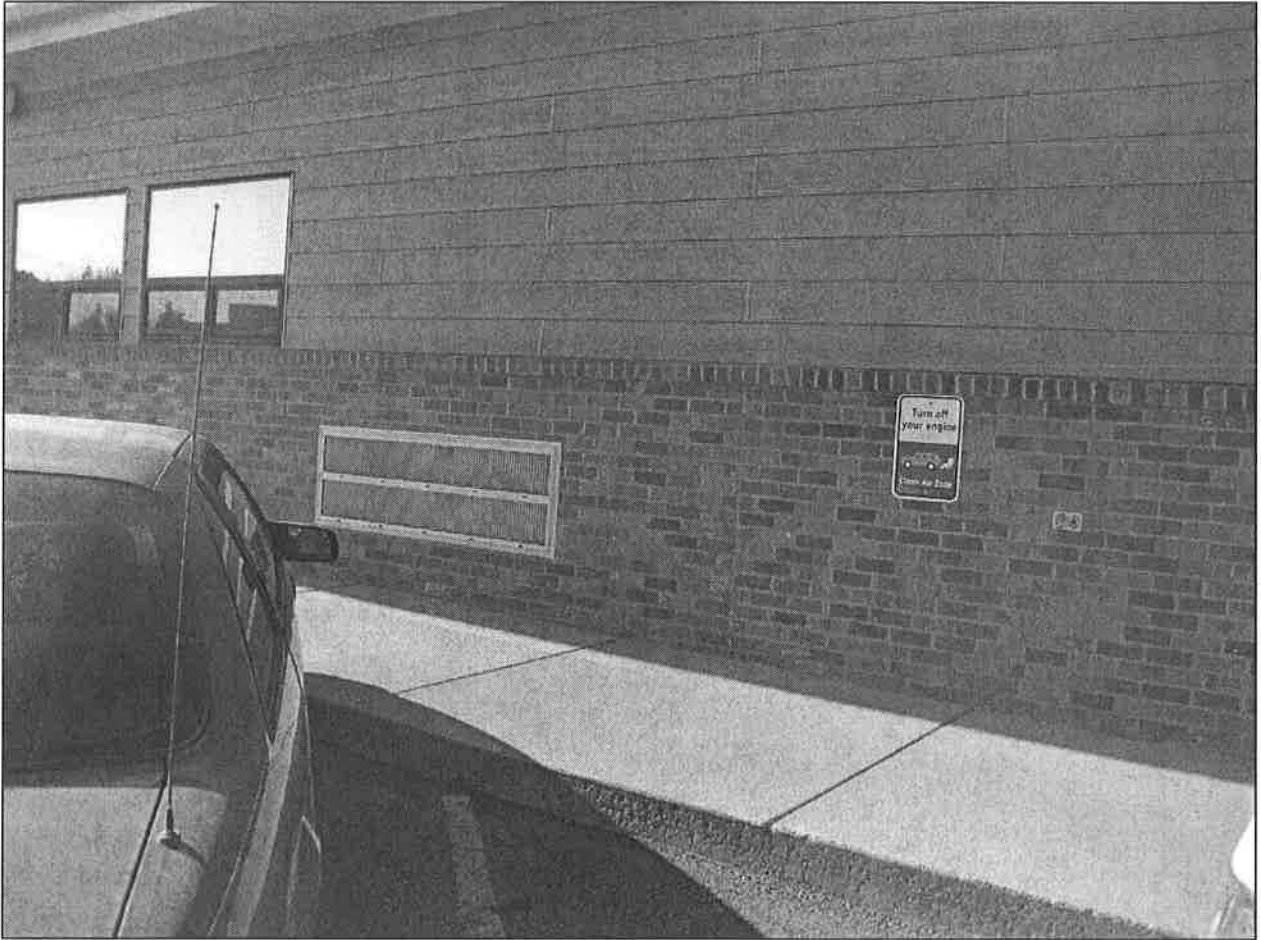
1. **Kitchen Ventilation:** The kitchen area is in violation of current building code. It is in violation because it does not have dedicated make-up air ventilation to replace air exhausted by the existing kitchen exhaust hood. When the kitchen exhaust hood is operating the building pressure becomes very negative causing cold air to infiltrate into the building. The planning project will allow the engineers to develop energy calculations and alternative and schematic level documents to correct the deficiency.



*Grill exhaust hood, with gas-fired unit heater. Presently no make-up air for grill exhaust hood.*

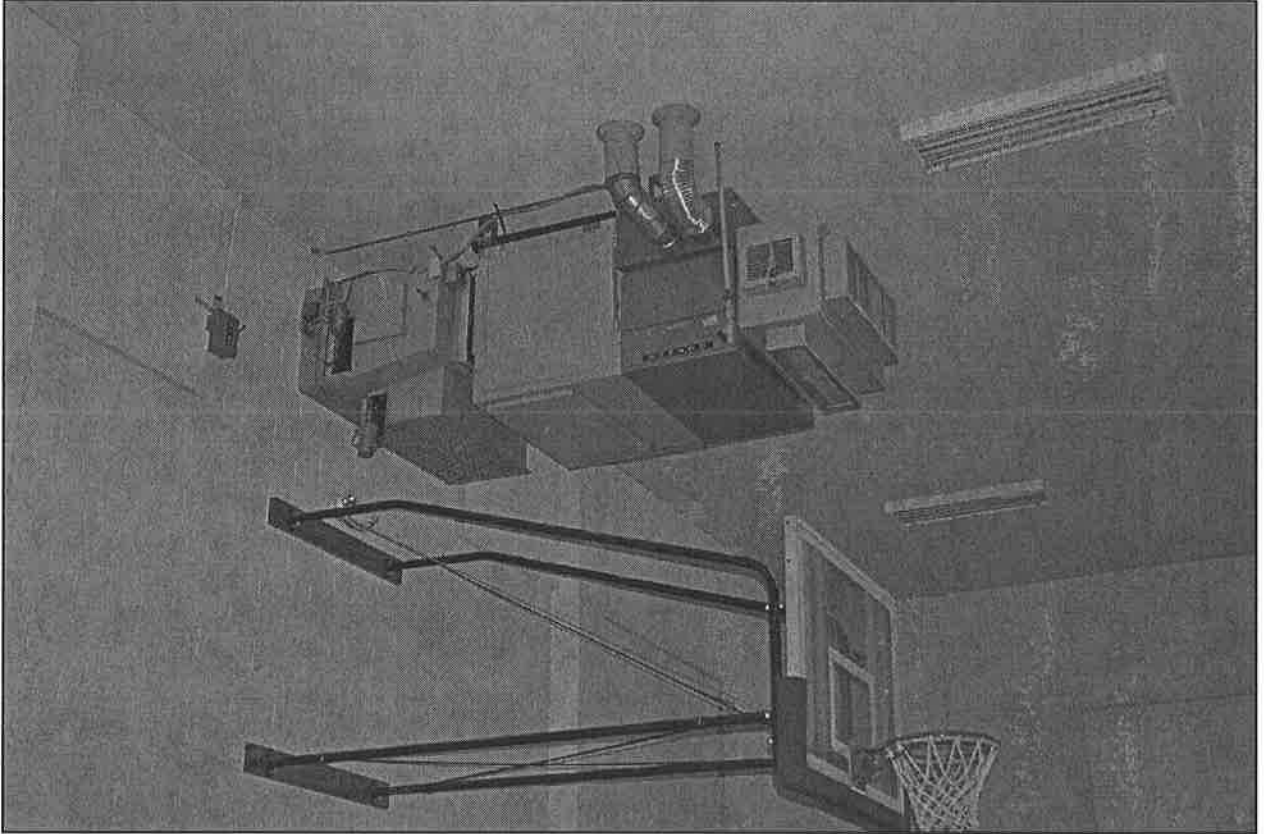


2. **Classroom Air Quality:** Indoor air quality is an issue in the school because the outdoor air intakes on the North Side of the building are less than 5 feet from the parking lot. This is a serious safety concern especially when drivers leave their vehicles operating. The planning project would all the engineers to develop alternatives for correcting this by bringing outdoor air into the building from a safe location.



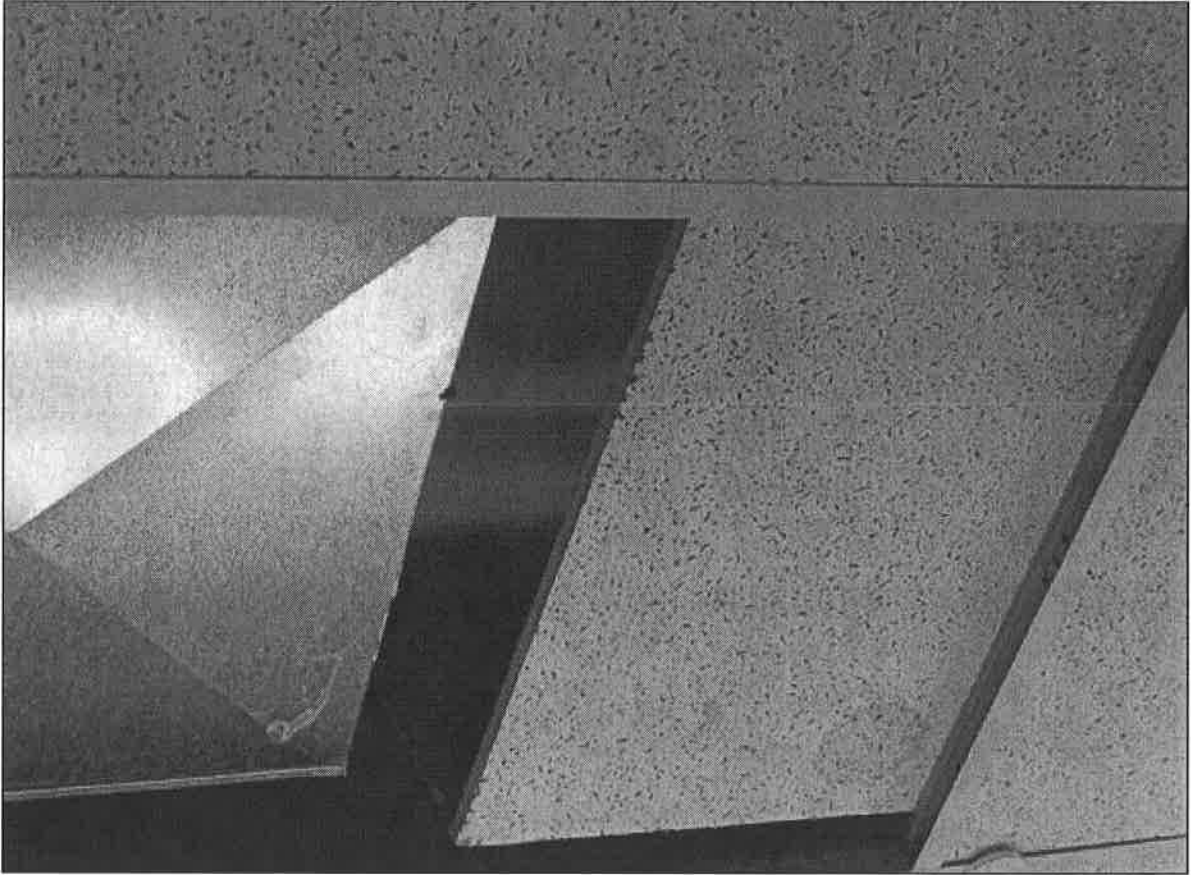
*Classroom unit ventilator outdoor air intake louvers, located adjacent to vehicles in parking lot.*

- 3. Gymnasium Heat and Ventilation:** One of the existing gym air handling units has failed making it difficult to maintain temperature in the gym. This leads to an opportunity to replace with a more efficient gym heating and ventilating system that has automated ventilation, set back temperature controls.



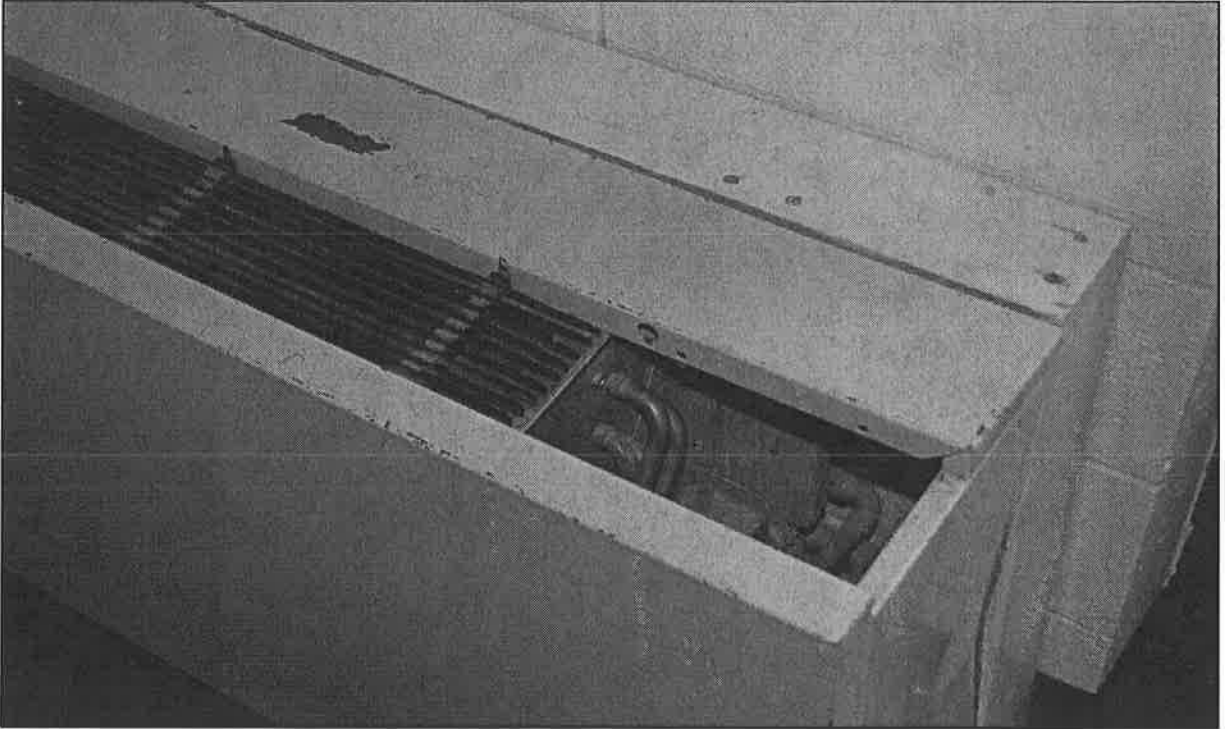
*Gymnasium AHU with outdated controls and failed gas-fired heating equipment.*

4. **Computer Room HVAC Upgrade:** There is currently no heat in the computer room. During cold weather the students must wear jackets to keep warm. The heating coil in the unit ventilator serving the computer room was frozen and broke. This unit is in need of a new heating coil and temperature controls.



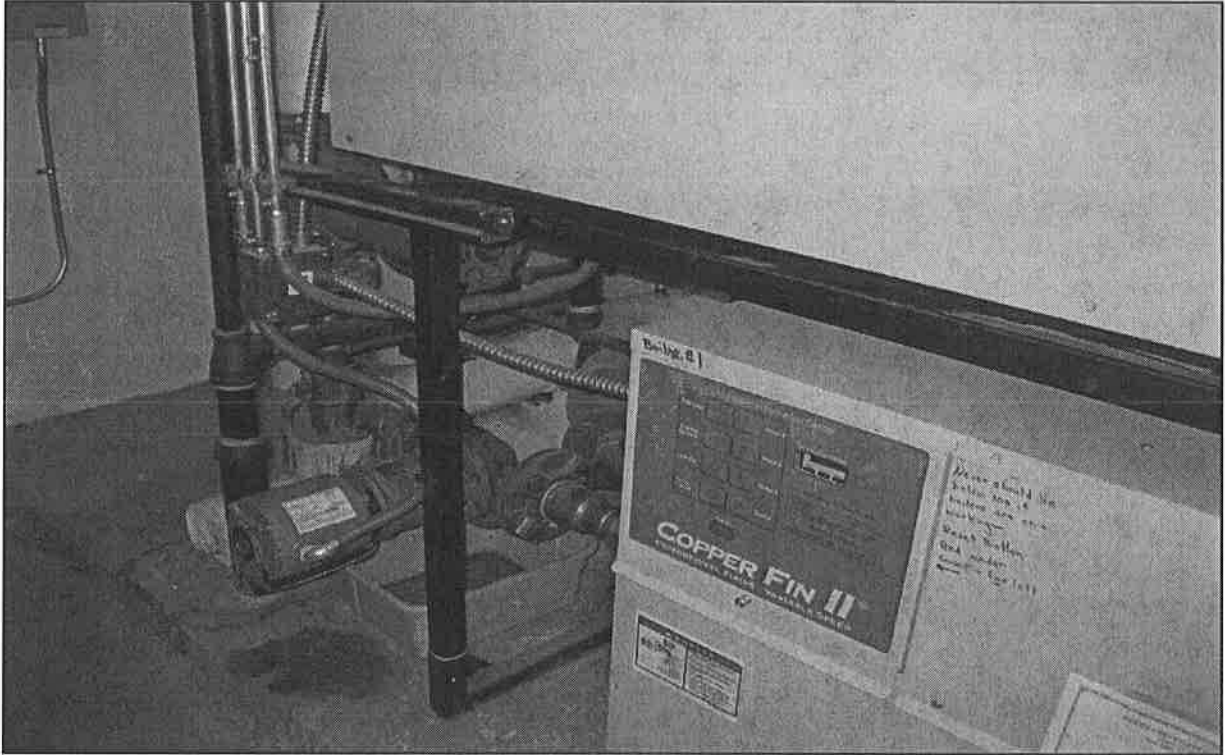
*Computer room ceiling-mounted heating/cooling equipment with non-operational heating coil.*

5. **Heating Upgrade in Original School:** The existing fan coil heaters in the original school are failing and have poor temperature controls. The planning grant would allow engineers to determine options, savings and costs for replacement.



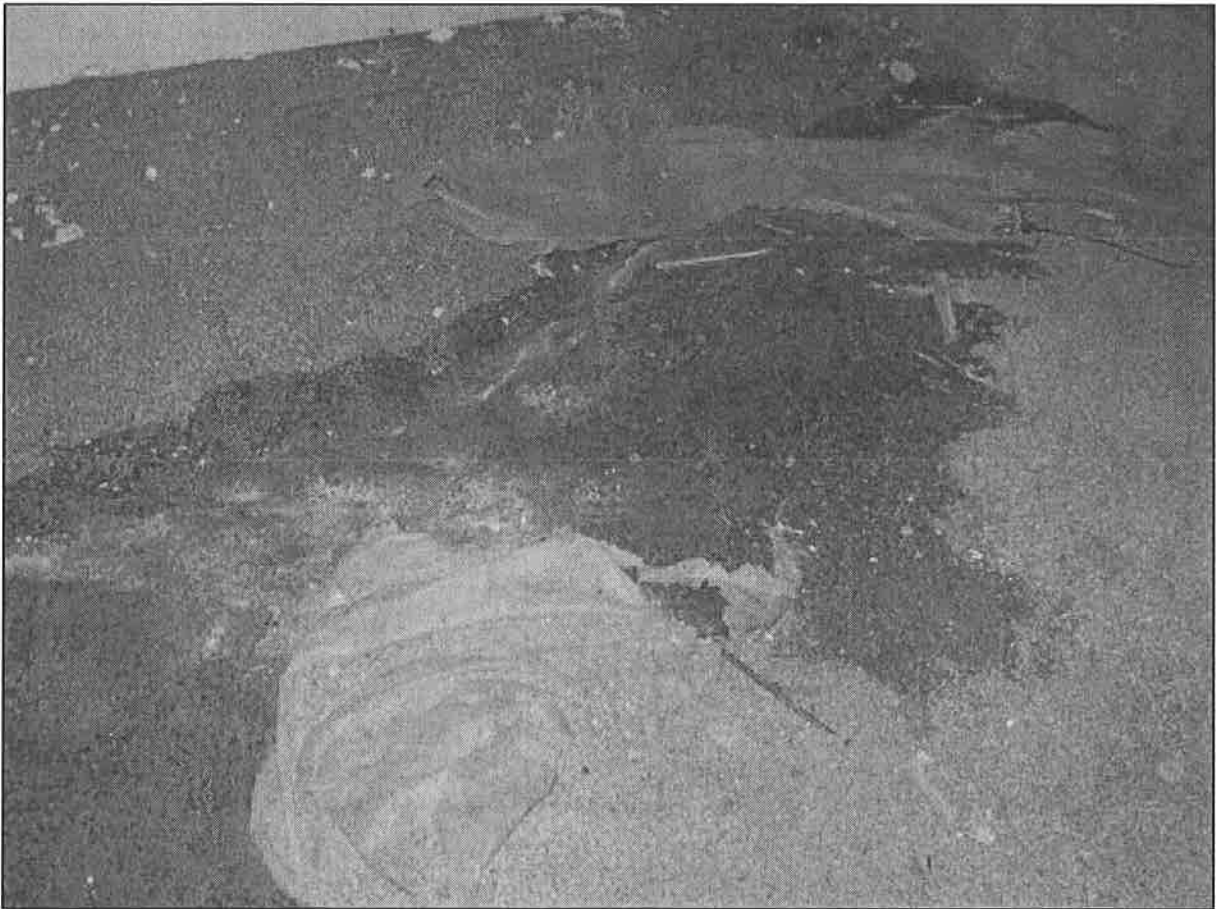
*Existing hallway heaters missing cabinet hardware, creating safety hazard.*

6. **Boiler System Upgrade:** The existing boilers have a history of high maintenance and are not very efficient. The grant will allow us to look at energy savings associated with replacing the boilers and combining two separate boiler systems into one system to improve overall system efficiency and redundancy.



*Existing boilers having increasing maintenance needs and beyond economical repair.*

7. **Crawl Space Ventilation:** The ventilation system in the crawl space has failed. This has led to high humidity in the crawl space which has caused mold growth and lends itself to poor indoor air quality in the school.



*Water due to humidity-related issues in crawl space.*