# Trout Creek School District #6

# Special Meeting Minutes

03/12/2024

**In Attendance:** *D. Scott Rasor, Beth Loyd, Marian Stonehocker, Zach Hannum, Carolyn Nesbitt, Jennifer McPherson,* *Robert Johnson, Chantel Schmidt, Ruth Allen, Beckie Doyle, Monte Nesbitt and Rosa Torretta.*

**I. Call to order**

Mr. Rasor called to order the special meeting of the Trout Creek School Board at 6:05 pm on 3/12/24 at Trout Creek School.

**II. Pledge of Allegiance**

Mr. Rasor led the Pledge of Allegiance.

**III. Recognition of Visitors/Public Comment**

Mr. Rasor asked for public comment:

Chantel Schmidt stood and read her letter of resignation and shared her concerns to the Board. Rosa Torretta stood and read her letter of resignation with assistance from Mrs. Schmidt. Mr. Hannum thanked them and requested that they turn the letters of resignation in to the Principal, Mrs. Nesbitt. He also encouraged them to fill out grievance forms following proper procedure.

**IV. Approval of the Agenda as Presented.**

Action Read By: Mr. Rasor; Motion Made By: Mr. Hannum; 2nd: Mrs. Stonehocker

**On the poll of the Board, the motion carried unanimously.**

**V. Approval of Warrants:**

Action Read By: Mr. Rasor; Motion Made By: Mr. Hannum; 2nd: Mrs. Stonehocker

**On the poll of the Board, the motion carried unanimously.**

**VI. District Clerk Update:**

**A.** School Board Trustee Vacancy: Ms. McPherson presented the financial reports. The General fund has 38% remaining in the budget for the remainder of the year. The District has not put out any request for bids for either the parking lot nor the Gym roof. In the District's Extracurricular account, there is still have a negative balance in the sports sub-group and the Business Manager suggests to move some funds form the STAR sub-group to the sports sub-group.

**B.** Preliminary Data Sheet and the Intent to Levy Update: Ms. McPherson informed the Board that the Business Managers have the preliminary data sheets and the District’s current year ANB. Currently it is at 32. The District’s 3 year ANB average is 58. The District will be using 58 as it is the greater of the two. Robert Johnson is in the process of learning the budget build process. The Business Managers are working on the notice of intent to levy spreadsheets and will request a special board meeting dealing with the Intent to Levy before March 31. The District's General Fund budget will be reduced from last year by around $80,000.00

**VII. Maintenance Update**

Mrs Nesbitt shared that Jim Castner is on vacation this week. Discussion was had concerning the parking lot.

**VIII. Discussion (D) and Action (A) Items:**

1. Signature Authorization for Student Activities Account: Ms. McPherson recommended the following:

The District needs to remove authorization for the Student Activities account at First Security Bank for Mr. Preston Wenz. In it’s place, the District needs to grant authorization to sign checks to Mrs. Nesbitt, as this account needs two signatures. Additionally, add Mr. Johnson as an authorized signer in preparation for when he goes full-time for the District.

Action Read By: Mr. Rasor; Motion Made By: Mr. Hannum; 2nd: Mrs. Stonehocker

**On the poll of the Board, the motion carried unanimously.**

1. Employee assistance Program - **TABLED**
2. Organizational Flow Chart: - Ms. McPherson presented the flow chart to the Board with a recommendation to have it included into the employee handbook.

Action Read By: Mr. Rasor; Motion Made By: Mrs. Loyd; 2nd: Mr. Hannum

**On the poll of the Board, the motion carried unanimously.**

1. Stipends - Mrs. Nesbitt recommended the following:

Madison Koonce - Upon the departure of Mrs. Cashman, Ms Koonce assumed the K/1 grades, an entire class that another teacher was being paid for. With those 2 additional grades, Ms. Koonce does the planning for 4 grade levels instead of the 2 she started the school year with. In addion to that extra work, Ms. Koonce has been working with Mrs. Dean to plan materials for accommodating SpEd pull-out minutes. It is recommended the District provide Ms. Koonce with a one-time stipend of $1,936.00

Action Read By: Mr. Rasor; Motion Made By: Mr. Hannum; 2nd: Mrs. Stonehocker

**On the poll of the Board, the motion carried unanimously.**

1. Planning Session for School year 2025:

Discussion was held in an open-form manner. Topics of discussion included the Tri-district agreement, the Reading Program, the possibility of filling the open positions, curriculum, calendar committee, training for teachers and Paraprofessionals, PIR days, Employee Evaluations.

**IX. Adjournmen**t – Meeting was adjourned at 8:20 pm

Next Regular Meeting: April 09, 2024

Respectfully submitted,

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Jennifer McPherson, District Clerk Date

Approved on \_\_\_\_\_\_\_\_\_\_\_\_, 2024.

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D. Scott Rasor, Board Chair Date