

MINUTES

The regular meeting of the Yaak School Board of Trustees was called to order by Chairperson, Trish Lauer, at 3:45 p.m. on Wednesday November 16, 2022, at the Yaak School. Trish opened the meeting, welcomed visitors, introduced our Co. Superintendent, Suzy Rios, reviewed the meeting protocol, and stated that the meeting was being recorded.

Trustees Present: Trish Lauer, Cheri Javorsky, and David Gambill

Others Present: Diane Downey, District Clerk, Sabre' Alderete, Head Teacher, Suzy Rios, Co. Superintendent, Ron Webb, Sue Jenssen, Pam Fuqua, Larry Miller, Kathy Huber, Karen Hoster, Pam Fuqua, and Robyn King.

Minutes:

The minutes from the October 19, 2022, board meeting were reviewed. Cheri moved that the October minutes be accepted as presented, David seconded, and Trish concurred.

Technology Report:

- Trish thanked Diane for her research regarding Voice over Internet Protocol (VOIP) and asked her to share her findings. Diane read an email that was sent out to Board members Nov 9th. (see attached) Diane also reviewed the pro's and con's of switching. Sabre agreed that if the internet was down, she would allow her landline telephone to be used during outages. Trish asked if either of the other trustees had any questions or comments. Cheri moved that we go forward with the process to switch the service to VOIP, David seconded, and Trish concurred. The decision was made to wait until after the first of the new year to start the process. Motion was amended to reflect that decision.
- Ron Webb asked if we knew why the internet had gone down. Sabre' explained that there was an issue on Baldy and then a voltage issue at the Vinal Lake tower. She said that both times the turnaround time was quick and customer service was great.
- We have been unable to access the desktop computer in the resource room for nearly a year as we had no passwords that would allow us to login. It has been fixed. It now has two (2) users' setups, admin and guest. It can now be used if the Board chooses to allow public internet access, which was a tabled topic at the April board meeting. Trish asked that the topic of public internet access be placed on the agenda for the January meeting. Sabre' asked that she get a copy of the April minutes so she could review comments and concerns voiced at that meeting. Diane will send her and the board a copy.
- Trish spoke about the required forms sent over from our insurance provider pertaining to cyber security. She has been working with Greg at All Systems Go to complete the questionnaire and Data Breach Incident Plan which will need approval of the board at our December meeting. Also, to ascertain what we need to do to tighten up our cyber security. She will be getting with Sabre' and Diane to finalize internal procedures. Diane asked if anyone might be going to Troy as we need to pick up the computer from All Systems Go, Ron Webb said he would pick it up Thursday and drop it off here at the school.

Maintenance Report:

- David reported that the generator failed to start during the last power outage. Boundary Electric was called, they had yet to do the scheduled annual maintenance so that was done, cause of failure was a dead battery, battery was replaced. Also, voltage tests were done to make sure the generator had enough capacity to run the new HVAC systems. Diane reported that the maintenance fee has increased by \$90.00 from last year. She also asked for a quote on setting us up with the Kohler ON Cue Communication system. This would allow Boundary Electric to monitor our generator remotely, troubleshoot any problems which then could be addressed prior to generator failure. The cost to have this service installed is \$392.80. The board asked Diane to confirm that it is a one-time charge with no monthly fee.
- Sabre' asked if Artie had lit a fire in the woodstove to see that there were no blockages. Diane stated that he had, it drafted fine, and he set a new fire, so it is ready to go.
- Trish reported on the window project, windows are in, and Valley Glass would like to schedule a time to install them. There was much discussion. Trish asked David to contact them and try to schedule the installation during Christmas Break. Logistics were discussed, Ron Webb offered to let

them stay at his place if it was over the Christmas break, they would need to bring their own food. David will let us know what he finds out. Diane mentioned that the contract for installation does not include cleanup so Artie will need to clean after installation.

- Trish read an email from County Commissioner Jim Hammond letting us know that he has submitted the grant for lighted school zone signage to the Town Pump. It will be six to eight weeks before we hear from them. He has spoken to a local electrician who has offered to do the electrical hookup, and the County will do the dirt work. If we get the funding, we would be looking at an early May installation. Cheri will work with Jim to see if the County can do the rumble strips while they are up here to install the signage. Sabre' mentioned the folks that wrote support letters to submit with the grant application.
- Ron Webb asked if there was an update on the water in the teacherage. Pam Fuqua came over and tracked down the problem, a small stone located in the cold-water line at the kitchen sink. We will need to keep checking the filters on all faucets and appliances. Angelo will do that as he can but if he is not available Sabre' will coordinate with Artie to come over and check them. A spare filter for the Renault on demand hot water heater should be purchased in case it is broken during cleaning.

New Business:

- Diane read the bylaws of the Montana School Board Association's bylaws on the formula used to calculate dues. Reviewed the dues schedule for FY24. They are putting the FY24 revenue schedule to an electronic vote that closes December 16th at 5 p.m. After review, a motion was made by David that the school vote to approve of dues revenue schedule, Trish seconded, and Cheri concurred. Trish asked Diane to place the online vote for the school board.

Teacher's Report:

- Sabre did a PowerPoint presentation of the classroom activities since the last meeting.
- Sabre' reported that the immunization reporting that had been required in the past is no longer required by DPHHS. She is keeping records on the students so she will know when to remind parents of needed immunizations. She has asked that it stay on the board calendar to help remind future teachers to check those records and remind parents when students are due for boosters and vaccinations.
- At this time Mental Health Services are at the time being funded with ESSER Funds which will end October 2024. The Office of Public Instruction has asked for input on the issue of the need for mental health in school. Sabre' submitted her input and completed the estimates for our schools needs going forward after ESSER grant funds end. The OPI has applied for grant funds to support mental health in Montana Public schools.
- Report Cards went out within 3 days of the end of the term.
- Fire drill scheduled for later this month.
- Sabre' will be taking person days, December 12th through 14th. Bonnie will be her substitute.
- Sabre' brought it to the board's attention that the date on the agenda for the December meeting is not the third Wednesday. The board decided to leave the date as the 14th as this works with the plans for the Art Walk. The Art Walk will be on December 14th at 3 p.m., with board meeting to follow at 3:45 p.m. The public is invited to come and see the works of art the students have created. Sabre' will get posters out and post them on social media by the end of next week.
- Sabre' thanked the Co. Superintendent for her time prior to the meeting and going over things. Suzy thanked us for having her and excused herself from the meeting as she had a long drive home.
- The best time for the curriculum committee to meet would be in the afternoon prior to the board meeting on the third Wednesday of the month. Trish asked Sabre' if she wanted to schedule it for December 21st, Sabre' asked to push it to January 18th.

Clerk's Report, Financials & Expenditures:

- The clerk will be attending an Elections workshop via Zoom on December 1st. The cost for the workshop is \$75.00.
- October balances from the Treasures office have not been received yet. Diane reviewed total expenditures for the month of October and expenditures to date for November. The expenditure budget for the General Fund as of the meeting time was reviewed.

- Diane reviewed the process for the housing stipend that has been set up to replenish Fund 120 Rent Lease Fund and explained the general fund budget changes she made to reflect the new expenditure. (see attached for all financial details)
- Diane reviewed over budget items. Sabre' asked if the school paid for Office 365? She has been paying out of pocket for it on her desktop since she started here. Diane will upgrade the school's Office 365 to a multi-user account and get it set up on Sabre's desktop.

New Policy First Reading:

- Policy 3630 Cell Phones and Other Electronic Equipment was reviewed by the board. It was decided to go with option 3, which bans cell phones and electronic devices without permission from the Head Teacher. This policy will go to second reading at the December meeting.

Public Comment:

- Robyn King thanked the staff and board for all their hard work to keep the school going. She asked if the school fair will be coming back this spring. She had a question she asked for clarification on. Last spring, she had heard the home-schooling communities had reasons they did not want to send their children to our school. She asked if we had an outreach program and if we did what that was. Also, if there was any recruitment plan for bringing more students into the school. Trish stated that at this time no recruitment plan is in place. In the past the school had allowed home-schooled students to participate in instruction in subjects the parents wished. This was very disturbing to class routines and was suspended prior to the year that Sabre' started. Sabre' stated that zero home-schooling families are registered with the Co. Superintendent, which is the law in our State. The Co. Superintendent cannot do outreach if no one registers. Dave stated that he has spoken to some of those families, and they just prefer to homeschool. She thanked everyone for the clarification.
- Sue Jenssen commented on the great job the kids did with the Veterans sign. Ron asked Sabre' to thank them as he is a Vet and greatly appreciated it.
- Sabre' mentioned the snow removal person has only come once. There is ice on the sidewalk that needs to be addressed. It was suggested that Artie sand the sidewalk each evening when he leaves.
- Sabre' stated that the following five (5) Mondays are instructional days

Next Regular Meeting: December 14, 2022 @ 3:45 p.m. Meeting was adjourned at 5:15 p.m.

Respectfully submitted by:

_____ Diane Downey, District Clerk

_____ Trish Lauer, Chair

_____ Cheri Javorsky, Vice Chair

_____ David Gambill, Board Trustee