

MINUTES

The regular meeting of the Yaak School Board of Trustees was called to order by Chairperson, Trish Lauer, at 3:55 p.m. on Wednesday December 14, 2022, at the Yaak School. Trish opened the meeting, welcomed visitors, 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, Ron Webb, Karen Hoster, Sherri Oehlke, and Herb Oehlke.

Minutes:

The minutes from the November 16, 2022, board meeting were reviewed. David moved that the November minutes be accepted as presented, Cheri seconded, and Trish concurred.

Technology Report:

- Diane suggested that the Voice over Internet Protocol (VOIP) just be done on one line at this time. Sabre' and Diane have spoken about which phone line would be the best choice. It was decided that classroom number 295-4805 would be the best line to switch out. Diane will start the process after the first of the year.
- Trish reported on her progress on our Cyber Security reporting for our insurance carrier. The Data Breach Incident Response Plan has been completed and sent out to trustees for their comments. Trish as if anyone had any comments, there were none. David moved that the Data Breach Incident Response Plan be approved as written Cheri seconded and Trish concurred. Greg at All Systems Go will be the Incident Response Team (IRT) leader. Trish will complete the requested questionnaire for the insurance company and get it to Diane for submission. She will also be speaking with Sabre' and Diane regarding having Greg come up and put Webroot software on devices that need additional anti-virus and malware protection.
- Network issues were discussed. Greg has ordered a new network switch but will wait to confirm if it is the switch that is bad. We need to replace the battery backup unit that supports the network as it is not functioning properly. He will be coming up Friday to load software and put a new battery backup unit on the network. Ron Webb asked what issues we had with the internet since the last meeting. Diane stated that they would have to ask Sabre' as she is keeping a log.

Maintenance Report:

- David reported that the window project is tentatively set to start January 9th, it will take 4 days. David will coordinate with Sabre' and Artie in preparation for start of work on the 9th. Diane asked that David get proof of insurance coverage from Valley Glass for our records.

New Business:

- ARP ESSER plan has been updated. Copies of the updated plan are available on the school website. We will be making amendments to both ESSER II and ESSER III in the future. ESSER II amendment will require the submission and approval of the plan by OPI prior to implementation. Going forward this will be a monthly agenda item so we can get public input on any changes.
- The Board Calendar was reviewed. Diane will confirm with Sabre' and add the ESSER Plan and Safe Return to School plan update months that OPI requires.
- Diane has made all the contact updates in the Emergency Operation Plan. The plan now needs to be signed by law enforcement and fire officials. A new person needs to be appointed to take Sandy Miller's place to work with Sabre' each year to update the plan if needed and get official signatures. Diane suggested that David take on that role as he is a member of the Fire Department. David will take copies to Troy Dispatch and the Fire Department for signatures and give each office a copy.

Teacher's Report:

- There was a November 18th fire drill and December 5th earthquake drill.
- Students have been working on cultural holidays for their door decorating.
- Students will be released at 2:00 pm on December 21st which is the start of the winter break.

Clerk's Report, Financials & Expenditures:

- Clerk has forwarded an email to the board members from Jennifer Higgins, the new Troy District Clerk inviting them to a Trustee Training in Troy on January 9th.
- October financials balanced to the Treasures office were reviewed. David moved that the October financials be accepted as presented, Cheri seconded, and Trish concurred. Review of total

expenditures for the month of November and expenditures to date for the month of December. The expenditure budget for the General Fund as of the meeting time was reviewed.

Policy Review:

- 3123 Attendance Policy Procedure-Truancy line 27 was updated to read “The Yaak School district has appointed the County Superintendent as the attendance officer.” and approved by the board.

New Policy Second Reading:

- Policy 3630 Cell Phones and Other Electronic Equipment had its second reading. David moved that the policy be adopted as presented, Cheri seconded, and Trish concurred.

Public Comment:

Next Regular Meeting: January 18, 2023 @ 3:45 p.m. Meeting was adjourned at 4:38 p.m.

Respectfully submitted by:

_____ Diane Downey, District Clerk

_____ Trish Lauer, Chair

_____ Cheri Javorsky, Vice Chair

_____ David Gambill, Board Trustee