

## MINUTES

The regular meeting of the Yaak School Board of Trustees was called to order by Chairperson, Trish Lauer, at 9:10 a.m. on Wednesday July 26, 2023, at the Yaak School Trish opened the meeting, welcomed visitors, reviewed meeting protocol and stated that the meeting was being recorded.

Trustees Present: Trish Lauer, David Gambill and Herb Oehlke

Others Present: Diane Downey, District Clerk, and Sabre Alderete, Head Teacher.

### **Minutes:**

The minutes from the June 21, 2023, board meeting were reviewed. Herb moved that the minutes be accepted as presented, Trish concurred. At this time David had not yet arrived.

### **Maintenance Committee:**

- Trish gave the Playground Inspection report. It was suggested that the skid material on the steps of the slide be replaced if it needs it. Resealing of the playset should be done next Summer. It was noted that existing equipment will need to be brought up to code when new equipment is installed. The area under the swings and at the end of the slide will have rubber cushioning mulch applied to meet specs when material arrives. Measurements have been taken and added to the Playground Project material list. Dave arrived at this juncture of the meeting. Trish will update the cubic feet of material that needs ordered. Sabre will get quotes for rubber mulch and with board approval of quote material will be ordered. Herb will let Diane know the square footage for weed barrier material and she will pass that onto the county as they have offered to donate that. The basketball court was discussed, and more information needs to be gathered before we make a decision on how to move forward.
- Dave has completed weed control around the school property. Last count on ground squirrel kills is 20. Diane had let Dave know about pack rat sighting and a live trap has been set. Metal flashing on the roof over the front entrance will need to be fixed before winter, Dave will check to see what needs to be done. Artie has completed the outside trim painting. There is a loose piece of wood on the bottom step of the front porch that needs fixed before classes start. Herb asked about the drainage work at the end of the sidewalk that had been discussed last winter. This needs to be done before classes start on August 22<sup>nd</sup>. Herb will work on drainage the next time he is in the valley so that will be done before school starts. It was decided that the playground equipment would be offloaded out behind the storage container. Herb stated that he would be back from harvest by the first of September and will start prep work for playground equipment installation. Dirt that is removed will be stockpiled for future use. Trish cautioned about disturbing the grading that was done to facilitate draining.
- Diane will water Monday through Thursday and Dave will do Friday through Sunday while Artie is on vacation.
- Dave met Annette Satterly, our Asbestos Inspector, they completed our inspection, and she will be sending us her report. Diane will post the annual notice and copy of the report on our website. Sabre' asked if she could have the documentation for her Parent Meeting which is scheduled for August 17<sup>th</sup>.

### **Technology Committee:**

- The network has been upgraded and Sabre' will be dropping off student laptops at AllSystemsGo for software updates in preparation for the start of school.

### **Fundraising Committee:**

- The Arts and Crafts Fair was a great success. At last count funds raised are \$3,014.10, items that did not sell at the auction need to be stored. The committee will be sending out thank you notes to all who helped. They are planning an after-action meeting. Sabre' mentioned that many folks asked why there was not a larger board member presence.

### **Old Business:**

- Update on the Playground Project was covered under Maintenance.

### **Teacher Report:**

- Sabre' stated that she is estimating 5 students to start the year but may have 9. Because of the grade span she is hoping to get an aide if funding would allow. Herb suggested getting parents to volunteer to help if funding is not available for an aide. Sabre' asked for permission to offer unused student computer desks to homeschool families that need them. Dave moved that the unused

desks and tech equipment be available to homeschool families, Herb seconded, and Trish concurred.

- Dave inquired about the information that was gathered for the Title Monitoring Audit, asking for a digital copy of the audit responses. Sabre' is waiting for a response from OPI on the Test Security finding she has been attempting to get help with.
- Sabre' stated that she will be having an MRI on her shoulder as she is still having issues after the surgery. She will let the board know what the findings are once she hears back from the doctor.

**Clerk's Report, Financials & Expenditures:**

- Diane is still working with the Treasurer to get balanced financials for May and June. She has a telephone appointment later today to go over entries made by the county that do not match financial data sent to that office. Diane will let the board know as soon as she has clean balances from the Treasurer which will allow her to start the Trustees Financial Summary. Due to this delay Diane asked that the August meeting be pushed to August 23<sup>rd</sup>, giving her an additional week to get TFS and budgets completed in MaeFairs. Any board member that cannot be physically present can call in to the meeting. The board approved pushing the meeting to August 23<sup>rd</sup> at 3:45 p.m.
- July expenditures to date were reviewed and approved.
- The tentative General Fund Budget is being reviewed by the board and action will be taken on that budget at the August meeting. Herb brought up the subject of inequality in wage increases and stated that in the future all employees that will be continuing employment into the next year, those wages be set at the same time teacher contract is prepared so the funds available are more equally distributed.
- Diane asked if ESSER III Premium payments can be processed for 2023-24 SY in August so she can get the cash request done within this grant cycle. Board approved.

**Policy Review:**

The following policies were reviewed, Policy 1005FE, Policy 1400, Policy 1700, Policy 2132, Policy 2158, Policy 2168, Policy 2332, Policy 2450, Policy 3100, Policy 3110, Policy 3120, Policy 3121/3121P, Policy 3226, and Policy 3310 all changes required by change in Montana law were approved by the board. Herb made a motion to approve the charges to all policies with the exception of Policy 3110, Dave seconded, and Trish concurred. The new requirement that Policy 3100 be reviewed annually will be placed on the Board Calendar for review every July. Policy 3110 and its related policy 3150 were tabled for further review at our August meeting.

Sabre' stated that she will be taking September 21<sup>st</sup> and 22<sup>nd</sup> off for personal business and will be getting a substitute for those two days. Sabre' asked that all staff be diligent about turning off lights, keeping the key box locked and keeping entry doors locked at all times. Trish also mentioned the need to do whatever possible to conserve electricity, we will need to look at using the woodstove in the mornings to take the chill off before turning on the heating system as the HVAC does take some time to recover. Artie can be asked to set a fire each night, so it is ready for Sabre to light in the morning. Diane suggested that this fall when the classroom needs the AC, close the doors and just cool the classroom. Diane asked if Sabre' knew who she was planning to ask to be the sub in September, she stated she would be asking Bonnie, but there was also Lynn Edwards and stated that she would ask LeeAnn Zwiebel to stop and fill out the paperwork so she could be added to the sub list. Sabre' stated that the new solar powered school speed zone sign has been ordered by the county and will be installed when it arrives.

**Public Comment:** None

**Next Regular Meeting:** August 17 @ 9:00 a.m. Meeting was adjourned at 4:17 p.m.

Respectfully submitted by:

\_\_\_\_\_ Diane Downey, District Clerk

\_\_\_\_\_ Trish Lauer, Chair

\_\_\_\_\_ David Gambill, Vice Chair

\_\_\_\_\_ Herb Oehlke, Board Trustee