

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 December 20, 2023, 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, David Gambill, and Herb Oehlke

Others Present: Diane Downey, District Clerk, Tera Charland, Craig Johnson, and Sabre Alderete, Head Teacher.

Trish stated that the agenda item "Review School Safety Plan" would be moved to the first topic of discussion to accommodate time restraints for Fire Chief Craig Johnson.

Minutes:

The minutes from the November 15, 2023, regular board meeting were reviewed. Herb moved that the minutes be accepted as presented, David seconded, and Trish concurred.

Trish quickly explained to the visitors what the School Safety Plan was. Diane recommended that the review of the safety plan be moved from December to a month closer to the start of classes. It was the board's decision to move the plan review to the July meeting. Dave offered to oversee getting the annual update completed. Diane will send David a PDF copy of the most recent plan. Craig Johnson, our Fire Chief explained the Fire Department chain of command regarding the FD's response protocol. He stated that medical responses are not run through the FD but through the Troy dispatch. If the FD has an EMT to respond they do send someone. Craig did confirm that FD is still first responders and incident command for purposes of our Emergency Operation Plan. Craig stated that under the Good Samaritan law the school would be covered if they needed to transport to meet the ambulance. Protocol for medical emergencies needs to be spelled out in the update of the EOP. Trish thanked Craig for clarifying the role of the FD relating to our EOP and how medical incidents are handled.

Maintenance Committee:

- Salt and sand were requested by Sabre' as the parking lot has become very icy. Diane suggested using the salt that we purchased 2 years ago before we learned we should not use it on the cement sidewalk and parking pad. Craig stated that sand is available up at the fire hall. We would just need to go up and fill bags. When he worked at the school, he would just fill a half a dozen bags and store them in the pressure tank room for use throughout the winter. David said he will get the needed sand from the fire hall.
- Our subcontractor for maintenance needs will increase his hourly rate to \$25.00 starting January 1, 2024.
- Artie had to purchase more mouse traps, apparently someone was throwing traps away instead of removing the mice and reusing the traps.
- Eli Moore called to say he will be away over the holiday but will make sure snow removal is done before school starts back up on January 3rd.

Old Business:

- ESSER safe return to school plan is up to date, as is the ESSER ARP Plan. We will be working on the Facility Health Improvement Flooring Project scope of work document and hope to have it ready by the January meeting. Diane reviewed the quote from Libby Floor Covering. She advised that labor to move furnishings needed to be built into our budget for this project.
- Diane reported on advice from Mike Waterman of the Bozeman School District regarding Inventory Procedures. It was decided to look at our policy 7500 at the January meeting and discuss recommended changes.
- David moved that the changes to Policy 3417 Communicable Diseases that address Covid Protocol be approved, Herb seconded, and Trish concurred.

New Business:

- The Schoolwide Title I Program, and process were explained by Trish. She will continue to research the school's options. This planning process takes a year to complete. Trish asked that this be placed on meeting agendas going forward so she can update everyone about her findings as she works through learning more about the program and application process.

- The annual trustee election window to file candidates' intent to run opened December 14th and will close March 28th. We have one three-year seat open this year. Election day is May 7th and Diane has placed election calendars in the trustee board books.
- The board approved the poster that will be posted for the District Clerk position. The training rate was set at \$15.00 per hour and the regular pay rate will be determined when the new clerk takes office at the May 2024 reorganization meeting. Job opening will be posted January 1st.

Teachers Report:

- The teacher aide has fractured her wrist and will be delayed returning to the classroom after the break.
- There has been a new event link added to our school website where pictures of school events can be viewed.
- We are still having speeding issues. Sabre' sent a complaint letter to the State Patrol in hopes that something can be done through that office.
- On December 8th, we had a guest speaker that presented live birds of prey.
- The students raised \$2,075.65 for the WINGS Walk with their Read-A-Thon.
- Our local spelling bee will be held on January 26th to determine who will represent our school at the County spelling bee.
- Sabre' worked with local community members to assure all students have a gift under the classroom tree. Gifts will be open Friday prior to early release at 12:30.
- Diane reported that we will have two new students enrolling when classes start back up after the holiday break.

At this time Craig Johnson asked to comment on the ideas that were voiced regarding the speeding issue. He suggested that the school reach out to the community asking for compliance before taking action through law enforcement. He excused himself from the meeting.

Clerk's Report, Financials & Expenditures:

- CDC data collection has been completed.
- OPI is backlogged processing cash requested. All requests have been made at this time we have over \$10,000.00 dollars in cash requests that we are waiting to have processed.
- Diane presented the October financials balance to the Treasurer. David moved that the October financials be approved as presented, Herb, seconded and Trish concurred. The November financials balanced to the Treasurer were presented. David moved that the November financials be approved as presented, Herb, seconded and Trish concurred. December expenditures to date were reviewed. (See attached for detail)
- Diane reported that the County Treasurer will be changing how they calculate interest in Black Mountain and that interest distribution to the schools will have to wait until that change is completed. December payroll has been completed.

Policy Review:

Trish did a quick overview of the MTSBA policy changes that were required by legislative changes for the following policies. 1240-Duties of Individual Trustees, 1400-Board Meetings, 3210-Equal Educational Opportunity, Nondiscrimination and Sex Equity, 3410-Student Health-Physical Screenings-Examinations, 3431-Emergency Treatment, 3600F1-Student Records Notification, 3600F2-Student Directory Information Notification, 3600P-Students Records Procedure, 5223-Personal Conduct, and 5231-Personnel Records. David moved to approve changes, Herb seconded, and Trish concurred.

Public Comment: None

Next Regular Meeting: January 24, 2024 @ 3:45 p.m.

The meeting was adjourned at 5:29 p.m.

Respectfully submitted by:

_____ Diane Downey, District Clerk

_____ Trish Lauer, Chair

_____ David Gambill, Vice Chair

_____ Herb Oehlke, Board Trustee