

## **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 March 20, 2024, 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, Pam Fuqua, and Bill Sullivan.

### **Minutes:**

The minutes from the February 21, 2024, regular board meeting were reviewed. David moved that the minutes be accepted as presented, Herb seconded, and Trish concurred.

### **Maintenance Report:**

- Trish followed up on the question that was raised last month regarding frequency of required lead testing of our water. Testing is required every 3 years. December 2021 was the last test so lead testing will need to be done in Dec of 2024. It was advised that this test be put on the maintenance list, so we don't forget it.
- The Teacherage on demand hot water heater was not functioning properly. Formula Fabrication was called to service the unit. As far as we know there has been no issue with it since it was serviced. Main water supply filters are being changed out.
- Noble has been contacted and will be up as soon as the lawn is firm enough to drive on. Fencing will be removed prior to the start of work and the bounce wall will be erected after the basketball court is completed. Pam asked about the precautions being taken to protect the septic tank from being damaged by heavy equipment. Herb reassured her that the septic system will be protected.

### **Curriculum Committee:**

- Nothing to report as no meeting was held due to Spring Break.

### **Fund Raising Committee:**

- Pam reported that they were still looking for a venue for the Arts and Crafts Fair.

### **Old Business:**

- The ESSER safe return to school plan, the ESSER ARP Plan was updated when OPI approved our Facility Health Improvement Flooring Project and budget amendments have been completed to facilitate the tutor and the Facility Health Improvement Flooring Project. The clerk's recommendation is that we look at the final numbers before June 30<sup>th</sup> as she would like to use the changes that will be needed in e-grants as training for the new clerk.
- A down payment was made to Libby Floor Covering for the Facility Health Improvement Flooring Project.
- Diane reported that at this time no one has submitted a Declaration of Intent to be on the ballot for our Trustee Election.
- The candidate for district clerk that was interviewed earlier today stated that they would need to work mostly remotely. The board is still considering how a remote clerk may or may not work. Another candidate is scheduled to interview in a few days. So, no decision yet.
- Trish reported that there is no new information on the Title IA Schoolwide program application process.
- Trish filled us in on the progress of our School Accreditation process.

### **New Business:**

- Diane reviewed our indirect cost application for the 24-25 grant cycle. It was approved and signed.
- Trish read the resolution of Intent to Impose an Adjustment in Non-Voted Levy. David moved that the resolution be approved as read, Herb seconded and Trish Concurred. (see attached copy)
- Diane reviewed the preliminary General Fund Budget data sheets. We will be adopting the highest amount without a vote of \$122,043.37. Building Reserve Fund Permissive Sub-Fund School Major Maintenance Aid Subsidy from the State will be \$15,660.00. The spreadsheet for the school's general fund expenditure for the 24-25 SY was reviewed. To date expenditures of general funds for 23-24 SY and anticipated expenditures through June 30<sup>th</sup> were reviewed. Diane will send spreadsheets to board members so they can start the budgeting process. MUST, our health insurance carrier sent us our renewal quote for 24-25. The annual premium for 24-25 SY is \$13,980.00. Diane advised looking at other options or increasing employees' share of monthly premium and offset that increase with a stipend paid with Title IVA funds. Pam Fuqua also suggested a stipend could be offered in lieu of

insurance. Trish asked about REAP funds paying for insurance, Diane stated that yes health insurance for our teacher comes from REAP funds but with the annual cost increases REAP funds no longer covers all the school's share. Trish stated that she is working toward having the expenditure budget and teachers contract ready to pass on to the new board in May. Diane asked if they also work on having the pay rates for the 24-25 SY as she will need those to build the Retirement Fund Budget.

- Trish reported on last month's request from Sabre' that we install video and audio surveillance in the classroom, resource room, cloak room, and library. David got quotes and Greg from All Systems Go will be installing our new surveillance system. The cost of this will be paid out of the Building Reserve sub fund for Tech Infrastructure. Trish stated that the system will be installed tomorrow but will be left off until protocols can be put in place. The Board needs to be sure we have policies in place and follow all the laws regarding video surveillance. The board will meet with Greg during the installation of the system to get questions answered and decide on camera placement. All surveillance will be inside the building and was requested to monitor student behavior issues. Pam asked if we could use ESSER Funds as this was a safety issue. Diane stated that it did not fall under the acceptable uses under ESSER rules. Title IVA could be used, Diane will research and if it is an acceptable use of funds she can recode the expense.

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

- Diane presented the February financials balance to the Treasurer. David moved that the February financials be approved as presented, Herb, seconded and Trish concurred.
- March detailed expenditures to date where reviewed. (See attached for detail of all presented Financials)

**Policy Review:**

- Policy 3141F Student Attendance Agreement Form was approved. This is just the new form from OPI that complies with new tuition laws.
- First reading of Policy 3225 Video Surveillance, option 2 was chosen and where the Superintendent is referenced that will be changed to the Head Teacher, Head Teacher will notify Staff and Students, trustee designated by the Board Chair and Head Teacher will have access to the system. The Board of Trustees will approve camera locations. Second Reading will be at April's meeting. Trish will work on a procedure.
- Trish got some feedback from MTSBA on the policies that we had tabled at a prior meeting. So, we will be working through those at our April meeting.

Trish reported on the Student Teacher Program that Sabre' would like the school to sign up for. School must commit to assisting with housing of the student teacher through a stipend, provide district housing or pay mileage. Trish signed the agreement and committed to paying a stipend. Teacher assignment deadline is May 30<sup>th</sup>, so we should know after that if a student teacher will be part of our team.

Trish thanked all the community that turned out for the student art walk! Sabre told her it was a huge success; Bonnie has done an amazing job imparting her knowledge of art and music to the students.

**Public Comment:** None

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

The meeting was adjourned at 5:45 p.m.

Respectfully submitted by:

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

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

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

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