

## **Minutes**

The regular meeting of the Yaak School Board of Trustees was called to order by Chairperson, David Gambill, at 3:45 p.m. September 18, 2024, at the Yaak School. David opened the meeting, welcomed visitors, reviewed the meeting protocol, and stated that the meeting was being recorded.

Trustees Present: David Gambill, and Pam Fuqua      Ken Royal absent due to Surgery

Others Present: D'Rae Hammond, District Clerk, Sabre' Alderete, Head Teacher, Diane Downey, Bill Sullavan, and Ron Webb.

### **Minutes:**

The minutes from August 22, 2024, regular board meeting were reviewed. Pam moved that the minutes be accepted as presented, and David concurred.

### **Maintenance Report:**

- The maintenance report was given by David Gambill as follows: Teacherage on demand hot water is still not working David will contact Formula Fab to schedule another service call.
- Sabre' asked if the pallet of Mulch had been ordered. D'Rae stated that she had asked for a quote and has yet to hear back from the supplier.
- Sabre' asked that we implement an action plan system, so that when things are requested at meetings they are followed through on and don't fall through the cracks. It was suggested that the clerk make a list with the item that needed attention and the person responsible for it.
- Pam stated that the person from Libby Floors will be coming Saturday to measure the thresholds, and she will meet with him so we can get that done.
- Diane stated that she had found someone local that could get us a quote for the window treatment that will allow you to see out, but no one can see in during daylight hours. This was discussed and approved 3 years ago but put on hold waiting for the windows to be replaced. She asked if this was something we still wanted to do and if so, she would get a quote. Diane asked if Sabre' had spoken with Randy Beacham about using one of his photos as the scene to be used. Sabre' has gotten permission from Randy so all she will need to do is pick the photo she wants, and we can send it to the vendor in a digital format. Sabre' asked if putting the coating on the windows would affect our warranty, Diane asked D'Rae to check with the vendor. Diane asked that Sabre' choose a font for the printed words and what she wanted printed if anything.

Sabre' suggested we skip the technology report until after we hear the presentation from Taylor Salmi Director of Cabinet Mountain Co-op. The presentation by Taylor included questions and answers covering the basic funding and expectations of being a member of this co-op. A long informative discussion occurred and the complete recording is available upon request from the District Clerk.

- Sabre' had more maintenance items to address, nails on the teacherage porch steps are coming up and she will ask Artie to fix them. She also asked about the plan for this year's snow removal. David stated that he plans to ask Silas Moore if he is interested in doing it as he did it a couple of times last year when his brother Eli was not available. David will also make sure the snow removal equipment is checked and ready to go.

### **Technology Report:**

- Ken submitted the Technology Report which in his absence was presented by David. All student laptops have been upgraded to Windows 11. Any device without the required TPM Security packet on them will become obsolete in October 14, 2025 when Windows will quite updates and support for System that operate with Windows 10. We will need to have the clerks, and the Tech computer checked for the TPM Security Packet and plan for replacement in 2025 if they do not. The Chrome books are cloud based and will not be affected by the Windows 11 deadline in 2025. Sabre' mentioned that the Chrome Books do not function well in the classroom setting but can be used for students to take home if needed for homework. She also stated the some of the Chrome Books are very old and no longer work. Ken's recommendation is that we have Greg update the 2 remaining desktops. The Teachers' computer has already been updated. This report in its entirety is available upon request.

Ron Webb stated that he had a bunch of things to report on but as it is getting late, he can report on them next month or if time permits and the end on the meeting.

### **Old Business:**

- The Teacher's Aide contract has been reviewed and signed by Lea Zweibel and the Board Chair will sign it today.

### **New Business:**

- Annual CIPA notice was read, and Pam moved that the notification be accepted as presented and David concurred. The clerk has made copies of the parent notification letter and Sabre' will send them home with the students. Also, this notification will be posted on the school website as it is required by law to be posted.
- The Trustee Teacher observation schedule is as follows, September-November is Pam Fuqua, December-February is David Gambill, and March-May is Ken Royal. The clerk will get the observation forms out to the trustees.
- Lea Zweibel is the only sub on the list for this year. Sabre' asked the clerk to post our need for subs on the school and community FB pages. Pam moved that the board approve Lea for sub duties for the 24-25 SY and David concurred.
- Pam volunteered to be the Board representative for both the Fundraising and Curriculum Committees. She will be the chairperson of the curriculum committee and Angelo Alderete will stay on as the chairman of the Fundraising Committee.

At this time Ron Webb asked to present his report on the items he had volunteered to do on the playground. He will repair the asphalt that he had damaged during the installation of the new basketball goals. He has removed all the trash and debris from the greenhouse. The fence is completed, but someone has broken the latch on the gate, so he has replaced that. He has submitted receipts for reimbursement for items he had to purchase to complete the fence job. He redesigned the anchor system for the basketball goal as the suggested instructions are sub pare. Additional cement was purchased to complete the job. He voiced his concerns about the sturdiness of the square tubing that supports the backboard. The backboard is quite heavy, and the square tubing is too light weight. There is a warning sign on the goal warning not to hang on the hoop. A copy of the changes that were made has been given to the board. His recommendation is to cover the backboards during the winter, so we don't have rusted fasteners and cracked plastic due to ice buildup. Removal of coverings and tightening of all fasteners on each goal need to be added to the spring maintenance list to be completed as soon as the snow is off the court. David asked Sabre' when she thought the kids would no longer be out using the basketball court. Her response was November. Diane suggested that vinyl lettering be placed on post cushions with warning about hanging on the hoop. Diane asked if there was a way to fortify the posts. Safety and security items that Ron felt needed addressed were discussed. Bounce wall is a place for mountain lions to hide and stock the kids while on the playground. Lastly there is a tree about to fall onto the mower shed and rocks need to be raked up from around the lawn as mower may through them causing damage to school windows and the greenhouse. Sabre' mentioned that the parallel bar station rails are loose, and chest bench is crooked.

### **Teachers Report:**

- Sabre' read the classroom rules. David asked that she add a rule pertaining to number of times the teacher will ask before disciplinary measures are taken. Sabre' will work on that and resubmit classroom rules for the board's approval at the October meeting. Much discussion on this topic ensued. Diane suggested the 3 strikes you're out policy, if a student has been told 3 times about a behavior issue, then he or she will not be allowed to participate in the next school event.
- Sabre' asked for approval for taking the class to Troy for the Apple Festival. Pam moved to approve the trip and David concurred.
- Playground rules were reviewed by the board, Pam moved to approve the playground rules as presented and David concurred.
- The Fire and Disaster Drill schedule was reviewed. David asked if parents were aware of the rally points. Her response was yes. She stated that she copies the page from the school's Emergency Operation Plan (EOP) which covers all rally points. Diane stated that the EOP contacts info needed to be updated. David asked D'Rae to get a digital copy of the EOP out to the board for review. Pam moved to approve the Fire and Disaster Drill schedule as presented and David concurred.

- Sabre' mentioned that she is working on the input for the ESEA Consolidated Grant for the 24-25 SY and will make the deadline. MAST Test schedule has been submitted. She has spoken to the MT Cares Mental health group, and will notifying the parents on Friday and will be launching the school mental health program on Monday. The program consists of group therapy classroom session and if a student or parent wishes to have one on one sessions, they can go online through the portal and schedule personal sessions. She is working on getting the information out to the community as it is a free service and there may be someone that needs the services the program provides.
- She has received the notice from the student teacher program, and we were not chosen this year.

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

- D'Rae presented August financials balanced to the Treasurer. Pam made a motion to accept financials as presented, and David concurred.
- David asked for an explanation of negative balances. Diane explained that the Treasures office holds all Yaak School funds as a pool of money so even if fund 101 is in the negative the other funds would offset the negative in Fund 101.
- September detailed expenditures to date were reviewed. (see attached detailed financials)
- Google for Schools access for users under the age of 18 needs to be updated by March 2025. The clerk has given Sabre' the list of sites and they will work on getting it updated.
- The Credit Card limit was raised to \$31,000.00. Pam asked if anything more needed to be done in relation to the CC's. Pam will work with D'Rae to get a card in D'Rae's name and cancel the one in Dianes name.
- Sabe' stated that we received a notice in the mailbox regarding undeliverable packages, she called the postmaster in Troy and due to Amazon using the post office for deliveries they are back logged with packages. She advised them that if it was something we needed urgently we would come down and pick it up.

**Policy Review:**

- 3110 Entrance, Placement, and Transfers and 3141 Non-Resident Student Attendance will be tabled and revisited at our next meeting
- 1420 School Board Meeting Procedure, a discussion about making a change to the section of this policy that covers minutes. At present our policy states that the written minutes are the official copy of the minutes. To save time and money the board would like to not have written minutes and just use the recorded minutes as our official minutes. There was much discussion, and it was decided to make the change to recorded minutes as official minutes. The clerk will make the needed changes and present it at the October meeting.

**Public Comment:**

**Next Regular Meeting:** October 16, 2024 @ 3:45 p.m.

The meeting was adjourned at 6:35 p.m.

Respectfully submitted by:

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

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

Pam Fuqua, Vice Chair \_\_\_\_\_

Ken Royal, Trustee \_\_\_\_\_