

## **MINUTES FOR REGULAR BOARD MEETING – November 19, 2025**

**Meeting called to order by board chair, Pam Fuqua. 3:45PM**

**Those in attendance:** Pam Fuqua, Board Chair; Bob Zaccheo, Vice Chair; Ron Webb, Trustee; Sharon Shelton, District Clerk; Amanda Prongua, Teacher; Greg Bruns, Troy Adult Ed Coordinator; Bill Sullivan; Diane Downey; Krysztina ?; Community Member; Trish Lauer;

**MOVED UP IN AGENDA-** Pam acknowledged and introduced **Greg Bruns** to the meeting and turned the floor over to him to speak about the possibility of holding **Adult Education** classes at the Yaak School. There were attendees at the meeting who expressed an interest in teaching classes; Sharon has agreed to help with getting the word out and survey the Yaak community to try and line up some interested teachers so that classes can begin in the Spring semester. Greg answered many questions and there was community support for bringing adult ed to the Yaak community. Trish Lauer mentioned that there was a Use Agreement that the school has used for other activities in the past that we can review with Greg. Greg will manage all aspects of the teachers, classes, and will assist the school in obtaining any necessary equipment for classes should the need arise.

**Approval of Minutes from 10/22/2025 Regular Board Meeting –**

- Motion made; Seconded; Approved.

**Continuing Business:**

- Maintenance Committee Report: Ron spoke to the ongoing maintenance projects and reported that the electrical wiring to the container is completed. There are now lights in the storage container, and an outlet has been installed. The teacher thanked Ron for the work he's done to help get the school, the storage and the teacherage functioning well.
- Bob asked if Formula Fabrication double billed us for the service call to maintain the heating units in the school and the teacherage. The clerk will follow up with them.
- Winter Maintenance Report: Gary Lynch will be snow plowing for the school this year. He did it last year, too, and we will hire him again.
- Technology Committee Report: The teacher and clerk reported that there are some technology glitches that take up extra time to troubleshoot. They are managing them as they come up. It may be time to upgrade some equipment.

- Fundraising Committee Report: The teacher reported on behalf of Brittany Wright, a parent of two of our students, who ran a fundraiser last month to raise money for the student activity fund. With a silent auction and the 50-50 raffle she ran at the Tavern and Merc, over \$1200 was raised. The winner of the raffle was Roberta Deneau and she generously donated the winning half of the pot back to the school! A discussion ensued and it was agreed that some form of recognition is due for the generosity of the Yaak community in supporting the school, and more specifically for Britt for her efforts in coordinating a successful fundraiser.

**Old Business:**

- Safety Plan- the clerk reported that the updated contact information was completed and that she needs to get the signatures for the signatory page from the appropriate local agencies to finalize the document. The formatting was really bad on it and edits were difficult. She reformatted the document so that future edits will be easier.

**New Business:**

- **Trustee Resolution Calling for an Election** – Ron will be leaving his trustee position as of the end of the year, and David Henderson will be the interim trustee. An election will take place in May for a three-year term trustee position, and the Trustee Resolution was discussed, signed, and will be sent to the Lincoln County elections administrator, Melanie Howell. - Motion made, seconded and approved.
- **Hiring of Handyman as employee** - Motion made, seconded and approved.
- **Inventory Procedure Review** -

There was confusion about how inventory has been done historically in the school, as well as what should be done. A system is needed so that it can be done efficiently and regularly. The clerk found an old document in the clerk's desktop that was labeled as an Inventory Spreadsheet. Diane was present and she did not have a clear answer as to how this had been done in the past and did not remember when the last one was completed. She was helpful in letting us know that the inventory items to be counted are all items in the school with the exception of consumables. The teacher and the clerk will work together to come up with a system to get this task completed.

**Clerk's Report:**

- Clerk reported on the completion of the workers' compensation audit. The school failed to get the proper certificate of insurance or exemption from a couple of vendors, so the school will be billed for the premium for those vendors that did not provide a WC policy or exemption certificate if they performed onsite services for the school in the 24-25 school year. The new clerk will be reorganizing the vendor accounts so that all proper documentation is on file with the clerk's office.
- Financials – September balanced to the treasurer's office
- October is pending receipt of treasurer's report
- November expenditures to date are in the financial reports sent to the board for review prior to the meeting.
- September Financials – accepted and to be posted to website by clerk - Motion made, seconded and approved.

**Teacher's Report**

- The teacher shared that the Veteran's Day breakfast was a great success in the classroom, with the kids participating and asking questions of the veterans in attendance.
- Also shared was a recap of the field trip with McCormick School. The kids were to be bussed from McCormick to the Yaak, and on to the Willow Bend Trading Post, however, the trading post canceled last minute, so the McCormick school came to the Yaak School. The teacher had set up the rooms to accommodate 24 students and teachers, aides, and the bus driver all participated in a soup luncheon, Indian Ed For All; all made dream catchers and played games. Ron commented on how wonderful it was to see so many children in the school.

**Policy Review:** There were no policies reviewed.

**Public Comment:**

- One community member asked about the financials not being posted to the website and the legality of it. The clerk researched and found that there is no statute that declares that financials must be posted online anywhere. The community member was reminded that records are available upon request at any time and in accordance with § 20-9-213(1), MCA, which states that "the record of the

accounting of school funds shall be open to public inspection at any meeting of the trustees. A fee may be charged for any copies requested. Copies will be available within a reasonable amount of time following a request.”

**Next Meeting will be Wednesday, January 21, 2026 AT 3:45pm**

**Meeting Adjourned at 5:35pm**      by Pam Fuqua

RECORDED MINUTES UNAVAILABLE AS RECORDER STOPPED RECORDING AND THESE WRITTEN MINUTES WILL BE OFFICIAL MINUTES IN LIEU OF RECORDING.

//signed by board members Pamela A Fuqua

David Henderson

Absent for signature: Bob Zaccleo