

REGULAR SCHOOL BOARD MEETING
Yaak Elementary School K-8
Wednesday, March 18, 2026 3:45PM

Trustees Present – Bob Zaccheo, David Henderson, Pam Fuqua

District Clerk – Sharon Shelton

Lead Teacher Staff Present – Amanda Prongua

Others Present – Ron Webb

1. CALL TO ORDER

Chair Fuqua called the meeting to order at 3:45pm. She did mention that the meeting was being recorded and that minutes will be posted to the Yaak Elementary School K-8 website.

2. RECOGNITION OF VISITORS

Chair Fuqua recognized former board member, Ron Webb as present.

3. APPROVAL OF MINUTES- :11

Clerk had copies of the minutes in the board packet. Trustee Zaccheo moved to approve the minutes that were presented. A second was made by Trustee Henderson. With no further discussion, the motion carried 2 – 0 for, none opposed.

4. CONTINUING BUSINESS - :33

Maintenance Committee Report:

- Trustee Henderson asked both Sharon & Amanda how the schedule was & Amanda for follow up to how things have been going in the custodial and janitorial area. Amanda acknowledged that the new schedule was working fine. Clerk agreed the new schedule was good. Amanda noted that areas that had been neglected previously were now kept up on.

▪Ron – 1:11

Follow up on the light for the front entrance.

Re: the discussions about getting a pickleball court painted on the basketball court ensued. It was mentioned that instead of painting the lines, that sporting tape could be used. Mr. Webb said he spoke Mr. Gallagher, with the folks that sealed the court and said if painted it would have to re-sealed, and that a maintenance of re-sealing the court annually would be a good idea. Ron learned that tape could be used. He marked off the 4 corners and they are squared and marked off. Amanda said her mom has the tape measure and friends who will come up and help out.

4:30 – Ron said he'll get tree limbs cleaned up when weather warms up a bit. David offered to help out in a few weeks.

Ron also destroyed the old clerk's computer. Left action list in David's mailbox at school.

Technology Committee Report: 7:34

- The new computers for classroom have not been implemented for use yet. The teacher didn't want the students to use the new ones yet. The new laptop computer for the clerk is working well. The clerk stated she was able to work more efficiently from home after the teacher had set it up for work from home use.

The new printer that was ordered for the clerk is too big for her space at home, and Amanda will return it to Costco. Instead of investing in the portable printer the clerk wanted, she purchased some ink for her home printer and set that up for work needs.

Amanda said the student laptops are in classroom but she is not ready for the students to use them yet, so they have not been implemented into use. One student is working on getting the 3D printer working, and is almost there.

David asked about the new computers being ready, Amanda has a call into "them" to get help with some of the licenses for the computers.

Greg cannot help with them. Amanda wants to end contract with Greg when it's up and hire someone else.

David asked if Troy had a computer guy that we could also work with, and Amanda will follow up with her in Troy to find out.

The teacher requested two Ring cameras for the school, one for the front door and one for the side door where deliveries are made, so that she can see who is there from looking at her phone. She said sometimes the deliveries are made and left outside but if she knew they were there, she can bring them inside to secure them. Ms Prongua said the cost for each camera was \$149 and that a monthly subscription was recommended for monitoring. A motion was made to purchase two Ring cameras by Trustee Zaccheo. A second was made by Trustee Henderson. Motion carried 2-0.

*After the meeting concluded, the teacher asked if she could order a third camera for her front door on the teacherage. The board approved the purchase of the third camera.

Curriculum Committee Report: 11:55

- The Curriculum Committee has yet to meet.

11:58 Fundraising

Pam is working on getting a date for the summer fair.

Amanda said Bob Z won the 50/50 raffle and he donated it back to the school.

David is still working on starting a Yaak School alumni group for fundraising. He will talk with his daughter, Rachel.

Amanda wants to do it on Venmo so we do not use a gofundme account. She said it is free, and she will set up a Venmo account. Sharon asked about how it works with the county. Amanda said "we're not working with the county" and she said we'll work around it. She said we can open an account and use it for our

own purposes. David cautioned that a “boosters” type account would still fall under state auspices. David will ask Christy about any alumni type fundraising account. Amanda said she doesn’t want county to mess it up. She said through the school it is non-profit and won’t have to apply for a 501c. David said he taught school finance in OK and MT and said number one issue with fraud was that auditors said 80% of fraud is through school fundraising and booster clubs and is cautioning about anyone here being implicated. Amanda said all we have to do is write a letter to county and say we want them to back off. David just wants to caution about raising questions.

Action Items 19:57 Amanda said she made copies of the Action List and sent it to the board.

Adult Education Programs:

▪ No discussion needed as the Computer Class that Amanda taught was now over with the last day cancelled on March 10, 2026. No discussion about a make-up class.

5. OLD BUSINESS 20:51

Safety Plan EOP:

▪ EOP was reformatted by Amanda – Sharon and Amanda said they needed help with contact info and phone numbers. Amanda will verify phone numbers next week. David asked if any way we could update list without numbers. But Amanda said it has to be specific in case a substitute should need to reference it. Amanda will verify and edit updates as she learns of them. Sharon had updated the few numbers she recognized, like Troy Dispatch not being in service any more. Ron offered to look over the EOP, but we will table it for now.

27:10 2026 Trustee election – Sharon said the Notice of Cancellation of Trustee Election was done. Tuition and Building Fund non-voting levies may need work, but there are no voted levies. Melanie has been emailing Sharon the updates. Amanda reminded that we need to do a board reorganization. Amanda will verify with Suzy on if David has to be re-sworn in again.

29:56 – MTPLC membership- Amanda said Bob already did the approval. Amanda said it is on the agenda because a decision is not supposed to be made unless it is an agenda item.

6. NEW BUSINESS 30:40

- Transportation Claims- Clerk reported that the warrants have been written and signed, and are ready to be mailed out.

- 30:45 – Teacher’s Contract - Pam will contact Troy and get the teacher salaries for Troy, and will look at the Stars Act info. The Board will meet via email and discuss the contract details and get it lined up so they make a decision by April’s meeting.
- 32:23 Indirect Costs- Pam spoke of the indirect costs and the clerk shared the calculations of Indirect Costs and that she needs to learn it. Pam will help Sharon figure it out. She will email it to all.

39:38 Teacher’s Report

- Amanda told of Dr Shirley Welch and her visit and the success it was. She mentioned that the Libby Care Center date was canceled because the Care Center called her and said there was an outbreak of Covid.
- April 9 going to McCormick- they are writing a non-fiction book as a group project. Each student will write their report and do artwork and books will be published and available for sale to public.
- McCormick will get a free copy because Amanda knows our board will approve a paid copy for our library.
- RING cameras- Amanda wants two for the school, front entrance and side entrance so she can see who is there from her phone app without having to go to the door. They are \$149.99 each. Reason is for parents at front door, and others who use it. Biggest reason is to see if deliveries are made at the back door so she can bring them in so nobody steals them. Ron Webb mentioned security would be the better reason. Amanda said there is a monthly fee for the app. Bob Zaccheo made a motion to approve the purchase of two RING cameras, David seconded. None opposed.
- After the motion, Amanda asked for the monthly surcharge, and Pam suggested the annual fee for it. **After the meeting, Amanda asked for a third for her teacherage door. Board said okay, but no formal motion made.

51:35 7. CLERK’S REPORT

- Clerk’s Report –Clerk has been working with County Treasurer on clearing up balancing. All entries were correct and all vendors have been paid correctly, but there is a discrepancy. It turned out to be an error in what the clerk sent to the treasurer to enter on her end. She said the treasurer will fix the entries on her end after I sent her the correct numbers. Clerk said she did not know how she reported the wrong numbers. After the end of this month, once the corrections are made, we should be in balance.

58:39 Expenditures for February in packets. Pam said we will table the balance to treasurer for next month.

1:01 David asked clerk how she was feeling. She said she feels so behind, but is feeling better about the financials, but is overwhelmed with all the catching up. He asked about the online training. She clarified it was not for SBO certification but the MASBO SBO Academy training.

1:03 Pam asked about E-Rate. Nicole is submitting the documentation that was certified by us for the internet service. EL Internet contract is through 10/26/2027 Amanda said internet does not work in science room or in the library so we need boosters. Amanda will research that.

Tech Levy funds will be used for computer and tech purchases.

Sub List/Aide update:

- Emma has applied and Amanda got her resume. Clerk invited her to meeting, but she was not available to attend. Amanda will follow up with her. Clerk gave her application folder back to Amanda.

Amanda had spoken to Joyce about the teacher's aide position and maybe filling in a few hours a day on days needed. Amanda told her it was paid, but did not commit to any rate of pay. She is currently at \$25 an hour from when she was hired as contracted aide in beginning of year. Amanda thought minimum wage, but it would be budgeted rate of pay for aides, not minimum. Pam reiterated that she was paid \$25 for a specific contract period, and that if she is an aide or a substitute then she would be paid at the budgeted rate of pay for those positions. David asked Amanda if she had a preference, and Amanda said she just needs someone who can be here to help. It would be especially helpful if an aide could work with a student for a couple of hours in the afternoons, and Joyce with her teaching experience would be great at that. Amanda will follow up with Emma, and Joyce. Board gave her permission to go ahead and hire Emma if she is a good fit. David asked if we needed a motion, and Amanda said no, and board said to just let them know what she decides. Pam will speak with Joyce about rate of pay. Sharon will correct the amounts in payroll.

- Clerk stated she is still working with the county, trying to make sure that we are balancing and hopefully by the end of March it will even out.

In lieu of P-Card, we decided on a Costco Visa. Amanda got membership but said it wasn't done yet. Clerk thanked Amanda for her help with things she helped with.

Clerk stated we passed fire inspection. Fire marshal said that the locks on the door should be used appropriately for being able to open the door from inside by just pushing it, but it cannot be opened from outside. Amanda disagreed and said we were not going to do that.

8. POLICY REVIEW

None to review

1:12 10. PUBLIC COMMENT

Ron Webb had a couple of comments regarding the extra money that might be available at end of year. 1. He would like to see if we can get the funds to add a porch to the teacherage. And 2. He would like to see a car port added to keep snow off car. Bob Zaccheo asked if Ron had any estimates. Not yet, but discussion ensued about an addition being one roof from teacherage roof to cover the porch and a car port, too.

Amanda added that she wants one more ring camera for the teacherage. Pam reiterated the cost, and the board agreed to it.

1:26:00 11. ADJOURNMENT

Chair Fuqua made a motion to adjourn the meeting at 5:11PM

NEXT MEETING – April 15, 2026, 3:45pm

Sharon Shelton

Sharon Shelton, District Clerk

Pam Fuqua

Pam Fuqua, Board Chair

APRIL 15, 2026

MOTION TO APPROVE MINUTES MADE BY BOB ZACCHEO

SECOND BY DAVID HENDERSON

PAM CONCURRED.