

MINUTES

Boulder Elementary School District No. 5
Regular Meeting

August 14, 2023
Boulder Elementary School

Board members present:

Carrie Harris – *Board Chair* Cheryl Hecht – *Vice Chair* Matt Strozewski - *Trustee*
Andrea Dolezal - *Trustee* Kyle Simons - *Trustee*

Administrators present:

Doug Richards, Superintendent
Britton Mann, Clerk

Staff:

Devyn Ottman, IT support

Visitors: Stacey Peterson, Connie McCauley, Lisa Sonsteng, Cheryl Breker, Jamie Voigt, Jessica Craft, Rochelle Hesford, Kassie Nordlinder

CALL ELEMENTARY BOARD TO ORDER The Elementary Board was called to order at 5:34 p.m. by Carrie, who led the Pledge of Allegiance.

AGENDA REVIEW None

APPROVAL OF CLAIMS Carrie asked if there were any questions regarding claims for July or August. There were no questions regarding the July or August 2023 claims. Matt motioned to approve the July claims and warrants for July 2023 with the prior month ending with warrant 10631 and the current numbers 10632-10689 in the amount of \$152,446.38. Cheryl seconded, all present approved. Matt motioned to approve claims and warrants for August 2023 with the prior month ending with warrant #10689 and the current warrant numbers #10690-10735 in the amount of \$48,395.55. Cheryl seconded, all present approved. Claims were present for review.

REVIEW OF PREVIOUS MONTH PAYROLL There were no questions regarding July 2023 payroll.

APPROVAL OF PREVIOUS MONTH MINUTES Cheryl motioned to approve the regular meeting minutes for June 2023. Kyle seconded, all present approved. Cheryl motioned to approve the special minutes for July 28, 2023. Matt seconded, all present approved.

APPROVAL OF STUDENT ACTIVITIES There were no question regarding Student Activities. To date, there is no activity on student activities. Andrea motioned to approve the Student Activities ledger as presented. Matt seconded, all present approved.

PUBLIC COMMENT Carrie read the public comment.

COMMUNICATIONS **LETTERS:** There were no letters for the board.
STUDENT ISSUES: None

COMMENDATIONS /RECOGNITIONS Mr. Richards will discuss during his report.

UNFINISHED BUSINESS None

COMMITTEE REPORTS **Leadership** – Chair and Vice Chair: Carrie Harris & Cheryl Hecht: This committee did meet. They decided on setting a regular time each month to get together. They discussed the budget and different ideas to tighten thing up. They also discussed the roof. Britton reached out to PayneWest to see if any part of it qualifies for a claim.
Handbook/Policy – Cheryl Hecht & Kyle Simons: This committee did not meet.
Budget/Finance & Negotiations/Personnel – Matt Strozewski & Andrea Dolezal: This committee did not meet.
Facilities – Matt Strozewski & Kyle Simons: This committee did not meet. Matt suggested that they should schedule something in the near future.
Transportation – Andrea Dolezal & Carrie Harris: The County Transportation meeting was July 6. Mr. Richards, Britton and Devyn attended. Andrea attended via

ZOOM. Routes were approved. There was discussion on one of our bus stops at 2512 HWY 69. Mr. Richards and Sandy from Harlows took the bus out on the route and it. There is no way the bus would be able to pull into the driveway and then back out again on HWY 69. There were a few options discussed and agreed upon.

ADMINISTRATORS REPORT

Mr. Richards provided notes for the official minutes.

1. Academic Achievements – The school shared with parent’s test results from MAPS, SBAC, and DIBELS. Mrs. Ottman sent out all information for each student to parents. Summer program through the 2st Century Program provided great opportunities to those students who attended this past summer.
2. Upcoming Events – Fall sports will start soon. Elkhorn Field Day will be on September 1st. This is a tradition at Boulder Elementary.
3. Infrastructure and Facilities – Large locker addition and relocation for 5th grade students. Remodel of the counselor’s office and the school grounds continue to look awesome.
4. Staff Recognition – Staff have been preparing for their students and the first day of school. Also received help from Kassie Nordlinder, Rochelle Hesford, Devyn Ottman, Cheryl Breker, Britton Mann and Dave Deskins.
5. Enrollment and Attendance is currently at 227.
6. Challenges and Strategies – Recent financial deficits that had to be addressed. Current plans include looking at staffing plans and possible future retirements. Also looking at current and future stipends.
7. Future Plans – Major roof repairs; replace washing machine, replace air compressor pump.

Reports submitted from Maintenance Department, 21st Century, Literacy Grant, IT, and Athletic Director. These reports are part of the official minutes.

NEW BUSINESS

1. Personnel –

- a. Substitutes – Tim Roche, William Osburg and Moriah Smith. Mr. Richards stated that William Osburg has already been in to introduce himself. Carrie asked if Mr. Richards had an opportunity to visit with the other 2 applicants. He said he did not but could do that and put them on the next agenda. Cheryl motioned to approve the sub application for William Osburg. Andrea seconded, all present approved.
- b. Coaching Positions – Andrea motioned to approve Tim Harper and Matt Bowman as football coaches and Logan Leary and Jessica Craft as Girls Basketball Coaches. Matt seconded, all present approved.

2. Non-Resident Student Acceptance – *Standing Agenda Item* – None

3. Liquidation of School Property – *Standing Agenda Item* – None

4. **Approve 2023-2024 Budget** – The board reviewed the spreadsheets that were provided by Britton. They went over the General Fund budget. Carrie discussed the listed stipend amounts. Cheryl Breker, who was in attendance as a visitor had requested a packet prior to the meeting an asked if she could ask a question on the budget report. The board said absolutely. She discussed Colleen Murphy’s salary. Part of Mrs. Murphy’s salary comes from the Literacy Grant and she stated to Britton that the percentage was incorrect. The Literacy Budget also had to make cuts. When the grant was written they did not take into consideration raises each year and insurance increases. Britton said she could change Mrs. Murphy’s percentage and asked Mrs. Breker to send her a current copy of the budget she worked on with Mr. Richards. She said she thought she had already sent it, but would go ahead and send. There were no more questions regarding the budgets. Cheryl motioned to approved the budgets as presented with the amendment for Mrs. Murphy. Matt seconded. All present approved.

5. **Second Reading of Student and Staff Handbook** – The board went over the recommended changes for both handbooks. There were no other questions. Andrea motioned to approve the staff handbook with the recommended changes, Cheryl seconded, all present approved. Andrea motioned to approve the student handbook with recommended changes. Matt seconded all present approved.

6. **Update on Bus stop at 2512 HWY 69** – This was covered under the Transportation committee portion of the meeting.

7. **Increase Breakfast and Lunch Prices** – The board discussed current prices. A

Student Breakfast is currently at \$2.00, agreed to increase the price to \$2.25. A current student lunch is \$3.00, the board agreed to increase to \$3.25. An adult breakfast is currently \$2.75, the board agreed to increase to \$3.00 and an adult lunch is currently at \$3.75, and the board agreed to increase to \$4.00. Kyle motioned to approve the breakfast and lunch prices for students and adults as presented and discussed. Andrea seconded, all present approved.

8. Stipends – The board wants to make sure the stipends that are currently in place are paid right and appropriate for the job. Each job needs to be evaluated and include an accurate amount of time. Mr. Richards had already stated during his report that this was something he had already planned on working on this year. Cheryl passed out copies of an email she had sent to Debra Sild at MTSBA regarding the approval of stipends. She requested copies of minutes from the meeting that they were presented. The email also stated that the board should have the amounts of the stipends when they are getting approved. Britton stated that she did not include the amounts, actually she never has, but would be glad to start adding that when the stipends are approved.

TOPICS FOR FUTURE
AGENDAS

Compensated Absence Fund

ADJOURNMENT

Meeting adjourned at 8:40 p.m.
Next meeting is scheduled for September 11, 2023.



Chair, Elementary Board



Clerk, Elementary Board