

## MINUTES

Boulder Elementary School District No. 5  
Regular Meeting

October 16, 2023  
Boulder Elementary School

### Board members present:

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

### Administrators present:

Doug Richards, Superintendent  
Britton Mann, Clerk

Staff: Devyn Ottman, IT support

Visitors: Rochelle Hesford, Tim Norbeck, Drew Dawson, Gretchen George, Jessica Shannon, Mrs. Bare, 5<sup>th</sup> grade students: Lila Duenas, Emilie Glenn, Teagan Noble

CALL ELEMENTARY BOARD TO ORDER      The Elementary Board was called to order at 5:30 p.m. by Carrie, who led the Pledge of Allegiance.

AGENDA REVIEW      None

APPROVAL OF CLAIMS      Carrie asked about the claim to MTSBA and if we were done with their services for the Title IX issue or if there will be any other bills. Britton stated that she thinks this should be the last bill unless we had any other discussion with MTSBA on the issue. Cheryl asked about the claim to Strom & Associates and wondered if that was the normal fee for an audit. Britton explained that this was a 2-year audit so normally it is about half that amount. There were no other questions regarding the October 2023 claims. Cheryl motioned to approve the claims and warrants for October 2023 with the prior month ending with warrant 10769 and the current numbers 10770-10824 in the amount of \$133,380.74. Andrea seconded, all present approved. Claims were present for review.

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

APPROVAL OF PREVIOUS MONTH MINUTES      Andrea asked about the closed special meeting minutes on September 22, 2023. Britton stated that the attorney present for the meeting prepared the minutes and had Carrie review and approve. Andrea motioned to approve the regular meeting minutes for the September 2023 meeting. Kyle seconded, all present approved.

APPROVAL OF STUDENT ACTIVITIES      There were no question regarding Student Activities. Cheryl motioned to approve the Student Activities ledger as presented. Andrea seconded, all present approved.

BUDGET VS ACTUAL      Carrie asked when our fiscal year actually started. Britton stated that July 1 is the start of our new fiscal year. Carrie stated that she feels comfortable with where our budget currently is. There were no other questions regarding the budget report.

PUBLIC COMMENT      Carrie read the public comment.

COMMUNICATIONS      **LETTERS:** The board received a thank you card from Mr. Douglas and his wife.  
**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: Cheryl and Mr. Richards met. They discussed the following:

- Town Pump STEM Grant
- Midterms
- Dial Testing
- Old Boiler

- Job Descriptions
- Safety Committee

**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.

**Transportation** – Andrea Dolezal & Carrie Harris: This committee did not meet.

## ADMINISTRATORS REPORT

Mr. Richards provided notes for the official minutes.

1. Academic Achievements – End of 1<sup>st</sup> Quarter (November 1<sup>st</sup>), presentation from Mrs. Bare's class, 1<sup>st</sup> round testing is done. Staff has finished CAN testing – information will be used as part of Literacy Grant final report.
2. Upcoming Events – MS volleyball and football will wrap up their seasons this week. MEA convention October 19-20. No school on those days.
3. Infrastructure and Facilities – Roof repair has been completed. Originally verbally quoted at \$30-\$40K, final bill was \$59,000. Mr. Deskins finished installation of new air compressor pump, also discovered an issue with an electric motor so that will be replaced too. Storage container rental – looking for another option without a rental fee each month. Crosswalks have been painted, thanks to Andrea Dolezal for heading this project up. Mr. Deskins has been working on the women's restroom, having to replace the flooring due to leaky toilet.
4. Staff Recognition – Staff following the CHAMPS program. Shout to entire staff all coming together during the week of October 9-11. Special thank you to Mrs. Pettis during those days. Huge shout out to Kayla Bare. Her alma mater, Western Governor University came to the school to do a recruitment filming of her as a successful teacher in rural Montana. Also 21<sup>st</sup> Century had a film crew at the school doing a filming of our students. Hoping to share these films at a later date.
5. Challenges and Strategies – Recently went through our audit, this was a 2-year audit. Special thanks to Britton for getting everything ready for that. Continue to look for ways to save money with the budget.
6. Future Plans – We have asked for volunteers for our School Leadership Team and will host our first meeting October 26<sup>th</sup>. Also looking to hold our first safety committee meeting on October 30<sup>th</sup>. Have all of the job descriptions and will hand out for board to review and make suggestions/changes at the next meeting.

Reports submitted from Maintenance Department, 21<sup>st</sup> Century, Literacy Grant, IT, and Athletic Director. These reports are part of the official minutes. There was no School Social Worker report for this meeting.

## NEW BUSINESS

### 1. Personnel –

- a. Substitutes – Mr. Richards recommended hiring Camden Graves as a substitute teacher. Kyle motioned to accept Mr. Richards recommendation. Cheryl seconded, all present approved.

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

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

**4. Childcare Center Update** – Tim Norbeck was present to discuss the current situation with the daycare. SMYP and the City of Boulder has terminated their contract with Discovery KidZone Montessori Daycare. Moving forward he is asking to instead go into contract with Nature Story Montessori Daycare. This daycare is currently established in Boulder at the Methodist Hall Community Center. Cheryl asked what their schedule looks like. Jessica Shannon – owner of Nature Story Montessori Daycare – stated their hours are 7:30 – 5:30. Cheryl asked if their prices were affordable for Boulder, Shannon stated that they also offer the New Beginning Scholarship and work with their parents on fees. Kyle asked if there is space for new children. Shannon stated that currently they are at full capacity but if they were to move into the new building, they would be able to take more kids. Carrie asked if the MOU would look the same. Norbeck said yes, the only difference would be the name of the daycare. Andrea motioned to approve Nature Story Montessori Daycare to move into the daycare building pending approval from the City of Boulder and SYMP. Kyle seconded, all present approved.

**5. Trustees Financial Statement** – Britton presented the TFS (Trustees Financial Statement) to the board. Andrea had heard that the State Assessment on taxes was not going to affect money from the state that goes to the school.

**6. Contract – Instrument Rental for Band** – This will be tabled until the November meeting when Mr. Bowman can be present for questions and or discussion.

TOPICS FOR FUTURE  
AGENDAS

Instrument Contract Rental for Band  
Cancel December 2023 Meeting  
Goals for Superintendent  
Start if Superintendent Evaluation

ADJOURNMENT

Meeting adjourned at 7:00 p.m.



Chair, Elementary Board



Clerk, Elementary Board