

MINUTES

Boulder Elementary School District No. 5
Regular Meeting

September 11, 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: Cheryl Breker, Kassie Nordlinder, Kessie Strausser, Sarah Rieder

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 if there were any questions regarding claims for September. Cheryl asked about the Savvas claim. Britton explained that Savvas is our math and science curriculum vendor. There were no other questions regarding the September 2023 claims. Andrea motioned to approve the claims and warrants for September 2023 with the prior month ending with warrant 10735 and the current numbers 10736-10769 in the amount of \$30,615.51. Matt seconded, all present approved. Claims were present for review.

REVIEW OF PREVIOUS MONTH PAYROLL There were no questions regarding August 2023 payroll. Matt motioned to approve the August 23 payroll, Kyle seconded, all present approved.

APPROVAL OF PREVIOUS MONTH MINUTES Cheryl motioned to approve the regular meeting minutes for August 2023. Andrea seconded, all present approved.

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

BUDGET VS ACTUAL Britton explained how to ready the Budget vs Actual report, there was a brief discussion on the report. This will be part of the Consent Agenda moving forward.

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: Cheryl and Mr. Richards met. They discussed the following:

- Mrs. Voigt’s position and fitting Spanish into her schedule instead of contracting with Jefferson High School.
- Student Enrollment
- The new student drop off by the playground.

Handbook/Policy – Cheryl Hecht & Kyle Simons: This committee did meet. They started reviewing all policies, and discovered that the policies are not up to date on the website and will reach out to MTSBA to get a link that will take a person directly to the MTSBA website for current and up to date policies.

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 – Discussed setting up dates for DIBELS, MAPS and CAN testing. Also received information Smarter Balance Assessment and will review the data.
2. Upcoming Events – MS football, volleyball and cross-country have all started. Elkhorn Field Day took place on September 1st.
3. Infrastructure and Facilities – The roof project is continuing; leaks are slowly disappearing. Great progress has been made on the revised arrival and departure lane.
4. Staff Recognition – Staff found a way to decrease the costs for online curriculum that was not requisitioned last year.
5. Enrollment and Attendance -
6. Challenges and Strategies – Continue to look at staffing plans and possible future retirements. We will continue to work on job descriptions for every job at the school.
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.

Zoom meeting with Dalton Mickelson from Emergent 3 Safety App. Mr. Mickelson presented a short presentation on his app for phones that is designed specifically for emergencies. The annual maintenance fee is \$1500 and a one-time set up fee for \$1000. Carrie stated that the amounts were quite reasonable, and would like to turn the topic over to the Facilities Committee for further discussion and recommendation.

NEW BUSINESS

1. Personnel –

- a. Substitutes – Mr. Richards recommended hiring Moriah Smith as a substitute for the school. He also recommended Diane Crum and Kathy Peacock for the 21st Century Program. Matt motioned to approved the application from Moriah Smith for substituting at the school and the applications from Diane Crum and Kathy Peacock. Cheryl seconded the motion, all board members approved.
- b. Coaching Positions – Cheryl motioned to approve Sam Heaton as the assistant football coach. Kyle seconded, all present approved.
- c. Long Term Subs – Andrea motioned to approve Logan Leary as a long term teacher sub for Mr. Harper, and Will Osberg as a long term para sub for Logan Leary. Kyle seconded, all present approved.

2. Non-Resident Student Acceptance – *Standing Agenda Item* – Two students were recommended by Mr. Richards. He stated that they are the children of our new hire, Mrs. Voigt. Their previous school was Montana City and were in good standing. Andrea motioned to approved the recommendation. Cheryl seconded, all present approved.

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

TOPICS FOR FUTURE
AGENDAS

TFS
Instrument Contract Rental for Band

ADJOURNMENT

Meeting adjourned at 7:15 p.m.
Next meeting is scheduled for October 9, 2023.


Chair, Elementary Board


Clerk, Elementary Board