

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
ROBERTS SCHOOL DISTRICT NO. 5  
AUGUST 12, 2020**

The regular meeting of the Board of Trustees of Roberts School District No. 5, Roberts, Montana was called to order by Chair Sarah DeVries at 6:01 p.m. on August 12, 2020 in the library at the Roberts School.

**ATTENDANCE**

Sarah DeVries, Chair  
Joel Bertolino, Vice Chair  
Brandon Crane (via videoconferencing)  
Tyler Allen

Absent: Michelle Swansborough

Alex Ator, Superintendent  
JaLayne Obert, Business Manager/Clerk

GUESTS: Jackie Ronning, Jessica Parpart (via teleconferencing)

**PLEDGE OF ALLEGIANCE**

The meeting began with the Pledge of Allegiance.

**MINUTES**

Motion was made by Joel Bertolino, seconded by Tyler Allen and carried unanimously to approve the minutes of the regular meeting July 23, 2020 as presented. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

**CLAIMS, SEQUENCE, AND VOIDED CHECKS**

Motion was made by Joel Bertolino, seconded by Brandon Crane and carried unanimously to approve warrants 46375 through 46412 as presented. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

**STAFFING**

COACHES AND ADVISORS – Mr. Ator stated Camrey Bradshaw did not return her contract for the paraprofessional position or junior high volleyball coach. He recommended Jaclyn Jessen be promoted from assistant junior high volleyball coach to head junior high volleyball coach.

Motion was made by Joel Bertolino, seconded by Brandon Crane and carried unanimously to promote Jaclyn Jessen from assistant junior high volleyball coach to head junior high volleyball coach. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

Mr. Ator recommended not hiring a concessions manager at this time and perhaps look at offering concessions again later in the fall.

CUSTODIAL – Mr. Ator recommended hiring Laurie Olson for the custodial position at \$11.00 per hour for 40 hours per week pending a background check.

Motion was made by Tyler Allen, seconded by Joel Bertolino and carried unanimously to hire Laurie Olsen for the custodial position for 40 hours a week at \$11.00 per hour, pending a background check. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

Mr. Ator stated with a new person coming in at the custodial position, he would like to extend the contract of Jim Burows as part-time custodian until the end of December.

Motion was made by Brandon Crane, seconded by Tyler Allen and carried unanimously to extend the contract of Jim Burows as part-time custodian until the end of December. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

TEACHER – Mr. Ator stated the interview committee just completed an interview for the teaching position in the fourth grade. He recommended the Board hire Shinta Daniels for that position at Lane 1, Step 0 on the salary matrix for a one-year position.

Motion was made by Brandon Crane, seconded by Joel Bertolino and carried unanimously to offer the teaching position at the fourth grade to Shinta Daniels at Lane 1, Step 0 on the salary matrix, as a one-year position. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

PARAPROFESSIONAL – Mr. Ator stated at the moment we have no viable paraprofessional applications.

## **NEW BUSINESS**

2020-2021 BUDGET REPORT – Mrs. Obert reviewed the budgets for all budgeted funds used in the district as follows:

General Fund	\$1,179,760.70
Transportation Fund	\$ 109,112.00
Bus Depreciation Fund	\$ 223,549.33
Tuition Fund	\$ 23,661.90
Retirement Fund	\$ 169,409.00
Adult Education	\$ 20,000.00
Technology Fund	\$ 37,829.80
Flexibility Fund	\$ 412.26
Building Reserve Fund	\$ 133,894.76
Debt Service Fund	\$ 100,100.00

Motion was made by Joel Bertolino, seconded by Tyler Allen and carried unanimously to approve the 2020-2021 budgets for budgeted funds as presented by Mrs. Obert. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

2019-2020 TRUSTEES FINANCIAL SUMMARY – Mrs. Obert presented the completed 2019-2020 Trustees Financial Summary and asked for approval.

Motion was made by Joel Bertolino, seconded by Brandon Crane and carried unanimously to approve the 2019-2020 Trustees Financial Summary as presented. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

2017-2018/2018-2019 AUDIT REPORT – Mrs. Obert presented the 2017-2018/2018-2019 completed audit report and asked for approval. She stated there is one finding in the report but it has been corrected.

Motion was made by Joel Bertolino, seconded by Tyler Allen and carried unanimously to approve the 2017-2018/2018-2019 audit report as presented. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

STAFF LUNCHES – Mr. Ator reported teachers receive free lunch when it is their duty day and with students eating in their rooms, essentially all teachers have duty every day. He recommended for this school year that staff receive free lunch.

Motion was made by Tyler Allen, seconded by Joel Bertolino and carried unanimously that for the 2020-2021 school year, all staff will receive free lunch. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

STAFF/STUDENT HANDBOOKS – Mr. Ator stated changes to the student and staff handbooks will mainly be name and date updates and changes because of the pandemic.

YELLOWSTONE/WEST CC CO-OP AGREEMENT – Motion was made by Joel Bertolino, seconded by Brandon Crane and carried unanimously to approve the following:

“After discussion at our board meeting of August 12, 2020, the Board of Trustees for Roberts School District #5 has designated Alex Ator, superintendent, to serve as their representative to the YWCCSSC Cooperative Advisory Board.”

(YES—DeVries, Bertolino, Allen, Crane. NO—none).

### **OLD BUSINESS**

COVID-19 UPDATE AND PLANS FOR REOPENING – Mr. Ator stated the school’s plan for reopening are included in the packet. He stated when discussing athletics and fans at the games, consensus seems to be to let home fans attend games but no one from the visiting team.

Motion was made by Joel Bertolino, seconded by Brandon Crane and carried unanimously to approve the Roberts School COVID-19 Plans for reopening. (YES—DeVries, Bertolino, Allen, Crane. NO—none).

### **SUPERINTENDENT’S REPORT**

LITERACY UPDATE – Mr. Ator reported because of the pandemic, we are underspent on the third year of our first grant and will be beginning with the new grant soon.

Mr. Ator thanked Jackie Ronning for being so helpful with the teaching staff.

SUPT. SCHEDULE – Mr. Ator stated he has many meetings in August and September but they are all online. He added he will be taking leave at the end of September and early October when their baby arrives.

### **ADJOURNMENT**

Ms. DeVries called for adjournment at 7:23 p.m.

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Board Chair

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District Clerk