

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
DECEMBER 18, 2024**

The regular meeting of the Board of Trustees of Roberts School District No. 5, Roberts, Montana was called to order by Michelle Swansborough at 6:00 p.m. on December 18, 2024 in the library at the Roberts School.

ATTENDANCE

Michelle Swansborough, Chair
Nick Dobbel, Vice Chair
Joel Bertolino (arrived at 6:06 p.m.)
Michael Bissonnette
Brad Norman

Alex Ator, Superintendent
JaLayne Obert, Business Manager/Clerk

Guests: Sanford Langager, Katy Rausch, Jackie Jessen, Darryl Grove, Peter Wisniewski, Ed Zink

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

MINUTES

Motion was made by Nick Dobbel, seconded by Brad Norman and carried unanimously to approve the minutes of the November 20, 2024 regular meeting as presented. (YES: Swansborough, Dobbel, Bissonnette, Norman. NO—none).

(Joel Bertolino arrived at 6:06 p.m.)

WARRANTS

Motion was made by Michael Bissonnette, seconded by Joel Bertolino and carried unanimously to approve warrants 50790 to 50848 as presented. (YES—Swansborough, Dobbel, Bertolino, Bissonnette, Norman. NO—none).

Motion was made by Michael Bissonnette, seconded by Joel Bertolino and carried unanimously to approve checks 9217 to 9240 in the Student Activity Account as well as voided check 9208. (YES—Swansborough, Dobbel, Bertolino, Bissonnette, Norman. NO—none).

PUBLIC COMMENT

Sanford Langager stated in the program DSVS is presenting to students, he would like to see the curriculum contain instruction on self-defense and the consequences of false accusations.

Mr. Ator stated what this program teaches is healthy relationships.

Michael Bissonnette stated he felt there could have been better communications with parents on the first ski trip. He added when he was in school, they had a Parent/Student Breakfast twice a year and he would like to see us do something like that.

TEACHER REPORTS

Katy Rausch and Jacki Jessen gave teacher reports for the month.

Miss Rausch stated she is teaching fifth and sixth grades this year. She stated sixth graders just finished the book Hatchet so have been discussing survival skills. She added the class will start with Egyptian mythology in January.

Miss Rausch reported she is also involved with the NASA project this year.

Michelle Swansborough stated she really enjoyed the Christmas program Miss Rausch put together.

Mrs. Jessen stated she is teaching third and fourth grades this year and is also a district testing coordinator.

Mrs. Jessen stated the district piloted MAST testing this year and the students like it better and are doing better on the test. She stated it is done three times a year but is a much shorter test than MAP.

Mrs. Jessen stated the students have been getting ready for the Christmas program and crafting ornaments. She stated they will soon start studying the solar system and are working hard on reading skills.

ACTIVITIES REPORT – Darryl Grove reported high school basketball is in full swing and we'll have our first home game on January 4, 2025. He added BPA members participated at regional competition with some going on to the state competition. He stated FFA is participating in district contests leading up to the state convention in March.

COMMITTEE UPDATES

SAFETY REPORT – Peter Wisniewski reported we need to install a hand rail in the shop classroom storage area, some doors need to be replaced and we need a panic bar door for the shop.

Mr. Wisniewski stated he would like to see numbers or letters on doors and windows in each building, we will have an asbestos inspection this summer, and are scheduling fire drills monthly.

DISCIPLINE COMMITTEE – Michelle Swansborough stated according to policy, board members should never sit in on a student discipline case.

NEW BUSINESS

MHSA ANNUAL MEETING PROPOSALS – Mr. Ator reviewed the following proposals to be voted on at the MHSA Annual Meeting on January 20, 2025:

1. Proposal to Amend Requirements for Eligibility for Participation in an Association Contest By-Law – Students Below Ninth Grade
2. Proposal to Amend Requirements for Eligibility for Participation in an Association Contest By-Law – Transfer Rule
3. Proposal to Amend Requirements for Eligibility for Participation in an Association Contest By-Law – MHSA Awards Rule

4. Proposal to Amend Requirements for Eligibility for Participation in an Association Contest By-Laws – Amateur Rule
5. Proposal to Amend Penalties By-Law, Add General Penalties, Section 2.8.2
6. Proposal to Amend Requirements for Eligibility for Participation in an Association Contest By-Law – Physical Exam

Mr. Ator recommended giving Darryl Grove direction to vote yes on all these proposals.

OLD BUSINESS

PROFESSIONAL DEVELOPMENT CONTRACT “SOMA SKILLS” – Rebekah Easter of WellBeingforEverybody.com stated she brought some additional information on the SomaSkills professional development program she has proposed for the district teachers. She stated the program gives teachers more tools to use in their classrooms for dealing with difficult student behaviors.

Michelle Swansborough stated we like to think every child is taught respect and how to behave but that isn’t true.

Mr. Ator stated at the last meeting of the District Leadership Team, teachers expressed appreciation for the support and training they’ve received, but some are thinking of doing something else next year.

Ms. Easter stated the heart of the program is to reduce burnout.

Brad Norman stated he is struggling with not receiving the information sooner and needs time to read it over.

Michelle Swansborough stated this program has data from our county and our teachers want it so she doesn’t know why we would look for anything else. She stated she will table this item until January.

LITERACY GRANT CLOSEOUT PURCHASES – Mr. Ator stated the literacy grant sunsets on December 31, 2024 and asked for approval of the following books and workbooks to close out the grant:

McGraw Hill	\$153.57
Really Great Reading	\$5463.70
Spellography	\$4686
Mid America Books	\$439.12
Zaner Bloser	\$12773.97
Second Step	\$3675
Developing Decoding	\$17
Whole Phonics	\$995.10
Gas for Literacy Van	\$154.37

Motion was made by Brad Norman, seconded by Joel Bertolino and carried unanimously to approve the list of materials presented by the superintendent for purchase with remaining Literacy Grant funds. (YES—Swansborough, Dobbel, Bertolino, Bissonnette, Norman. NO—none).

POLICY REVIEW

POLICY 7326 – DOCUMENTATION AND APPROVAL OF CLAIMS – Mr. Ator recommended approval on final reading of Policy 7326 – Documentation and Approval of Claims (see attached.)

Motion was made by Joel Bertolino, seconded by Brad Norman and carried unanimously to approve Policy 7326 – Documentation and Approval of Claims on final reading. (YES—Swansborough, Dobbel, Bertolino, Bissonnette, Norman. NO—none).

SUPERINTENDENT REPORT

SUPERINTENDENT SCHEDULE – Mr. Ator stated he will be taking personal time on December 23, 24, and 26, will have a meeting in Billings on January 8, and will be going to the MHSA Annual Meeting on January 20, 2025.

Mr. Ator stated the Election Calendar for the May 6, 2025 school election was included in the board packet.

NEXT MEETING – Mr. Ator stated the next meeting will be January 15, 2025 at 6:00 p.m.

EXECUTIVE SESSION

Michelle Swansborough called for an executive session of at 7:30 p.m. and returned the meeting to regular session at 7:40 p.m. No action was taken during the executive session.

ADJOURNMENT

Michelle Swansborough adjourned the meeting at 7:41 p.m.

Board Chair

District Clerk

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3 **FINANCIAL MANAGEMENT**

7326

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5 Documentation and Approval of Claims

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7 All financial obligations and disbursements must be documented in compliance with statutory
8 provisions and audit guidelines. Documentation will specifically describe acquired goods and/or
9 services, budget appropriations applicable to payment, and required approvals. All purchases,
10 encumbrances and obligations, and disbursements must be approved by the administrator
11 designated with authority, responsibility, and control over budget appropriations. The
12 responsibility for approving these documents cannot be delegated.

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14 The District business office is responsible for developing procedures and forms to be used in the
15 requisition, purchase, and payment of claims.

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19 Policy History:

20 Adopted on:

21 Reviewed on:

22 Revised on: