

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
JULY 12, 2023**

The regular meeting of the Board of Trustees of Roberts School District No. 5, Roberts, Montana was called to order by Chair Michelle Swansborough at 6:00 p.m. on July 12, 2023 in the library at the Roberts School.

ATTENDANCE

Michelle Swansborough, Chair
Brandon Crane, Vice Chair
Joel Bertolino
Nick Dobbel
Mariah Holdbrook, newly appointed trustee

Alex Ator, Superintendent
JaLayne Obert, Business Manager/Clerk

GUESTS: Stephen Keebler, Sarah Shoopman, Tera Bayer, Jen Larson, Kristin Garcia

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

SWEARING IN OF NEWLY APPOINTED TRUSTEE

JaLayne Obert conducted the swearing in of newly appointed trustee Mariah Holdbrook.

MINUTES

Motion was made by Brandon Crane, seconded by Joel Bertolino and carried unanimously to approve the minutes of meetings on May 22, May 25, June 12, and June 26, 2023 as presented. (YES: Swansborough, Crane, Bertolino, Dobbel, Holdbrook. NO—none).

WARRANTS

Motion was made by Brandon Crane, seconded by Mariah Holdbrook and carried unanimously to approve warrants 49500-49547 as presented. (YES: Swansborough, Crane, Bertolino, Dobbel, Holdbrook. NO—none).

PUBLIC COMMENT

Steve Keebler, speaking on behalf of the Centennial Reunion Committee, thanked the board and district employees for allowing the reunion to be held at the school and seeing we had everything we needed. He stated all who attended the reunion were very impressed with the school.

STAFFING

ACTIVITIES – Mr. Ator stated he would like to hold interviews for the cross country coaching position on Thursday and also for the counselor position in the Title IV grant.

Mariah Holdbrook asked if this is a full-time counseling position and Mr. Ator stated it is.

Mr. Ator reviewed the budget for the Title IV grant.

EXTENDED CONTRACTS – Mr. Ator stated it needs to be in writing in the contract if we are funding an extended contract for the counseling position.

Mr. Ator stated Peter Wisniewski has been paid a stipend from the Building Reserve Fund for facilities management and he would like to change that position to Safety Director. He stated he needs to meet with Mr. Wisniewski and talk about the terms of the position and would like someone else to sit in on that.

Nick Dobbel volunteered to meet with Mr. Ator and Mr. Wisniewski.

NEW BUSINESS

BUS ROUTES – Mr. Ator asked for approval of our four bus routes to be submitted to the County Transportation Committee for approval and a volunteer to be our representative at the meeting on August 4, 2023.

Mariah Holdbrook stated she would represent the district at the meeting.

Motion was made by Mariah Holdbrook, seconded by Nick Dobbel and carried unanimously to approve the four bus routes for the 2023-2024 school year. (YES: Swansborough, Crane, Bertolino, Dobbel, Holdbrook. NO—none).

OUT OF DISTRICT STUDENTS – Mr. Ator stated the list of out of district students was included in the packet but didn't request action at this time.

ADMINISTRATIVE NEGOTIATIONS – It was determined that Nick Dobbel and Joel Bertolino will negotiate with the administrative staff along with the classified staff.

OLD BUSINESS

CLOSURE, CREATION AND TRANSFER OF FUNDS – JaLayne Obert, Business Manager/ Clerk stated we have a fund, 280 Building Endowment, that does not exist in the Chart of Accounts for school accounting. She stated she and Mr. Ator researched the creation of the fund and found it was money remaining in the fund from a donation to build the current library and computer lab and the donor was very specific that the money only be used for those two things.

Mrs. Obert stated Montana Code Annotated 20-9-201, section (3) states: "Except as otherwise provided by law, whenever the trustees of a district determine that a fund is inactive and will no longer be used, the trustees shall close the fund by transferring all cash and other account balances to any fund considered appropriate by the trustees if the fund does not have a cash or fund balance deficit."

Mrs. Obert asked for approval of closing Fund 280, Building Endowment, and transferring the fund balance of approximately \$27,026.25 to Fund 215, Miscellaneous Fund Library and Computer Lab Facilities Endowment.

Motion was made by Mariah Holdbrook, seconded by Brandon Crane and carried unanimously to approve the closing of Fund 280, Building Endowment, and transferring the fund balance of approximately \$27,026.25 to Fund 215, Miscellaneous Fund, Library and Computer Lab Facilities Endowment. (YES: Swansborough, Crane, Bertolino, Dobbel, Holdbrook. NO—none).

CLASSIFIED NEGOTIATIONS – Joel Bertolino and Nick Dobbel are meeting with classified staff representatives tomorrow on negotiations.

COUNTY HEALTH CONTRACT – Mr. Ator stated he spoke with Erin Cross of the County Health Department and she agreed with changing the contract to take out the Interlocal Agreement reference. He asked for approval of the contract as amended.

Mariah Holdbrook asked if they will have staff to serve the district. Mr. Ator stated it is our only option and it comes at no cost to the district.

Motion was made by Joel Bertolino, seconded by Mariah Holdbrook and carried unanimously to approve the contract with the County Health Department for nursing services.
(YES: Swansborough, Crane, Bertolino, Dobbel, Holdbrook. NO—none).

POLICY UPDATES AND REVIEW

Mr. Ator stated Jennifer Larson will be taking some middle school students to the Kennedy Space Center as part of the NASA project. He stated although he is very supportive of the project, he wants to clarify this is not a school event and doesn't follow the same guidelines as the district policy for middle school students participating in overnight trips.

ADJOURNMENT

Chair Michelle Swansborough called for adjournment at 7:40 p.m.

Board Chair

District Clerk