COOKE CITY SCHOOL DISTRICT 9
BOARD MEETING MINUTES

The Board of Trustees of Cooke City School District 9 met in regular session on **December 10, 2025** at the school.

Trustees present: Tim Short (via Zoom), Marie Carpenter (via phone call)

Trustees absent: Alix House

Visitors present: Lara Belice

The Clerk and Superintendent were present via phone and video call throughout the entire proceedings.

Chairman Marie Carpenter called the meeting to order at 5:00 p.m.

No public comments.

Business

A motion was made (MC) and seconded (TS) to approve the minutes of the 11/19/25 board meeting. No comments. Motion passed with all in favor.

A motion was made (MC) and seconded (TS) to approve the claims and ACH payments as presented. No discussion. Motion passed with all in favor.

Lara reported that the students were able to use lettuce from the tower garden for lunch this week, and also invited their mother and grandmother.

Lisa introduced Juanita Bueter, the Park County Nurse. Juanita gave an overview of the requirements of stocking Albuterol at the school. Elaine Alston from Montana Asthma Program joined the meeting and informed the Board about available training and resources. A discussion was held and the following key points were made:

- Albuterol should be stored in a secure but not locked location.
- It can be used for a student, adult teacher or community member.
- There are annual state reporting requirements and a report will need to be made within three days if the Albuterol is used.
- There are training requirements, there is an online class through the DPHHS which will fulfill these requirements.
- Albuterol can be purchased from OSCO for $50, Juanita will write the prescription if the Board approves stocking it.
- Disposable cardboard attachments will cost around $120 per carton for 25.

A motion was made (MC) and seconded (TS) to approve having stock Albuterol at the school, and to look into grants that may cover the cost. No further discussion, motion passed with all in favor.

A motion was made (MC) and seconded (TS) to approve signing up for a Zoom account, at the cost of $159.90 for an annual subscription. Laura will include a link with the meeting agenda and

Lara will be able to use the account if needed. No further discussion, motion passed with all in favor.

A motion was made (MC) and seconded (TS) to approve the ceramic art project by Jo Newhall at the cost of $595. No discussion, motion passed with all in favor.

A motion was made (MC) and seconded (TS) to approve spending $1,540 to take care of the plumbing/venting issues in the bathroom, and any other small items as needed using resort tax funds. No discussion, motion passed with all in favor.

The Board completed the first reading of the following policies:

Policy 5250: Non-Renewal of Employment/Dismissal from Employment
Policy 5321: Leaves of Absence
Policy 5460: Electronic Resources and Social Networking (new)
Policy 7320: Purchasing
Policy 7530: Procurement of Supplies or Services (new)
Policy 8111: Transportation of Students With Disabilities (new)
Policy 8450: Automated External Defibrillators (AED) (new)

A motion was made (MC) and seconded (TS) to approve the first reading of the following policies:

Policy 5250: Non-Renewal of Employment/Dismissal from Employment
Policy 5321: Leaves of Absence
Policy 7530: Procurement of Supplies or Services (new)
Policy 8111: Transportation of Students With Disabilities (new)
Policy 8450: Automated External Defibrillators (AED) (new)

No further discussion, motion passed with all in favor.

A decision was made as follows regarding the policies that were not approved on the first reading:

Policy 7320: Purchasing – *changes are needed to adjust teacher and clerk purchasing allowances of up to $1,000. Second reading required at the next meeting.*
Policy 5460: Electronic Resources and Social Networking (new) – *it was decided that this policy is not necessary at this time. The Board would like to review this in a year.*

Teacher Comments

Lara thanked Lisa for speaking up about the REAP funding and explained the important of REAP to the school in years when the General Fund is low.

Lara informed the Board that a local person helped load items into the roll off dumpster with their Bobcat.

Lara is organizing a lunch for students and their parents using only first foods, this can be coded to IEFA.

Clerk Comments

Laura asked when the check to Jo Newhall should be issued. Lara responded that she would let her know when the project has been completed.

Board Comments

A brief discussion was held about resort tax funding. The application is due in February. Marie will look into the dates and the Board can decide at the next meeting whether to submit an application.

Superintendent's Report

Lisa informed the Board that REAP funding has been re-authorized.

Lisa said she would like to try and be at the school for the ceramics project.

There being no further business, a motion was made (MC) and seconded (AH) to adjourn the meeting. Motion carried with all in favor and the meeting was adjourned at 6:03 p.m.

The next regular meeting will be held on February 11, 2026.