

**School Board Minutes**  
**Montpelier Public School District #14**  
**214 7<sup>th</sup> Ave**  
**Montpelier, ND 58472**  
**January 21st, 2017**  
**Special Meeting- School Board Retreat**  
**Held at the Gladstone Inn, Jamestown, ND**

**Board Members Present:** President Tony Roorda, Lynn Boom, David Jansen, Scott Harms. Absent: Julie Jansen, Shane Steele, and Robert Froehlich.

**Also Present:** Superintendent Jerry Waagen, Business Manager Amy Maurer, and Secondary Principal James Bear.

**Call to Order:** President Roorda called the meeting to order at 10:00 am.

**Modifications:** 1) Technology.

**School finances:** Mr. Waagen presented an overview of the school district finances: 1) With oil prices and farm commodity prices down, Gov. Burgum has presented a conservative budget while stating that k-12 funding will be a priority. If the state aid formula stays the same the district could expect a slight increase in funding overall due to our increase in student enrollment. If that is the case local taxes which were lowered last year could hopefully remain at that lowered level. 2) The current projection for k-12 enrollment in 2017-18 is 110, but there is room for wide variations to occur because of resident families moving in and out of the district and because of students open enrolling in and out of the district. 3) The district's general fund carryover balance will be close to the new lower maximum allowable carryover established in the last legislative session. Establishing clear reasoning and a standard for what the district carryover balance should be was discussed. Reasons mentioned for maintaining a balance included: a) Large building repairs and maintenance such as replacing roofs. b) Decreases to student enrollment which reduces state aid. c) Potential legislation changes that could reduce state aid or remove the district's authority to make up budget shortages by increasing local taxes. d) Purchase of buses to maintain the school bus fleet.

**Facilities:** Mr. Waagen presented information on the building improvements that have been made in the last several years that include new flooring in the bathrooms and the cafeteria/stage area, new stalls in the boys bathroom, new carpet in hallways and some classrooms, new ceiling tiles in the English room, partition added to create preschool room and superintendent office, roof repairs, high efficiency furnace in the music building, the exterior of building painted, new paint in many interior areas, installation of a fuel tank containment system, new clocks throughout the school that operate on the same time signal, updated fire station pulls, emergency shut off for fuel tank, and new water fountains.

Some of the building improvements that are needed include; sheetrock in stairwells to the high school lower level and the locker rooms and the elementary exit, updating of the science room, updating of all the high school science room and the downstairs hallways, and relocating the music room.

Mr. Huffaker from Engtech met with Mr. Waagen, Mr. Roorda, Mr. Bear, and Ms. Maurer on Wednesday to ask about detailed items for the proposed remodeling and new building such as cabinet, whiteboard, bulletin board, and outlet locations. The project includes remodeling an elementary room and preschool room to create separate spaces for preschool, a counselor's office, a library/ITV room, and a workroom.

The new building proposal adds two classrooms off the south end of the elementary building for a music room and a Title I/4<sup>th</sup> grade classroom. Mr. Huffaker asked if in addition to the general advertising for bids if there were any contractors that the board wanted to make sure heard about the request for bids. The board mentioned Schwind Construction, Infinity, H&H Holdings, Builders Mart, and Mill Construction. He asked if the following items would be taken care of locally or should be included in the bid packet: 1) Removal of the underground storage tank. 2) Providing and transporting fill. The possible need for a new transformer was discussed. The use of the current music building if the new classroom space is built was discussed. It could be used for storage and possibly a weight room or overflow for health class. He asked if cement pads would be wanted by the fire doors.

**Transportation:** Mr. Waagen presented information on the district's bus fleet. The condition and repair costs of the buses and the districts' transportation needs were discussed. The two white mini buses are the least reliable. There is still a need for a substitute bus driver. The possibility of more buses and fewer routes was discussed, but it's difficult to find drivers. The transportation committee will meet to consider the situation and make a recommendation.

**Technology:** Mr. Bear showed the board a Chromebook that is being considered for purchase for high school or junior and senior high school students to take home with them starting in the 2017-18 school year. They cost \$200 each. The school technology committee will meet to discuss. Boom and Harms will join the committee.

**Student Data:** Mr. Bear shared some state test results but the results are largely statistically insignificant due to small class sizes. Even following a specific class from grade to grade is difficult due to changes to the students in the class and the way that one or two students can skew averages. For addressing student needs teachers look most closely at NWEA testing which allows them to see the progress of individual students throughout the year/years although that test has issues too since it becomes more difficult as the student answers more questions correctly which can skew the results with successful guessing and, like any test, counts on the student putting forth his/her best effort. Student writing skills were discussed.

**Students and Social Media:** Mr. Bear presented to the board the information that is shared with students about social media which encourages them to treat others on social media the same way they treat people in person and to not share anything on social media that they don't want everyone to know or that could affect their future. The challenge of getting students to care was discussed. Ultimately it is up to parents to monitor their children's social media usage. Getting a speaker to come in and talk to students about responsible social media usage was mentioned. Mr. Bear said that the majority of student conflicts/discipline that he deals with come from social media usage. Mrs. Schuetz works with students and has a 10 Commandments of Social Media that students are encouraged to follow.

**Non-tuition and Open Enrollment Agreements:** The laws and district policy on open enrollment and non-tuition agreements were discussed. When open enrollment agreements are received by the deadline the board must approve them unless they can't provide the services needed by the student. The board has discretion on non-tuition agreements. The board discussed creating a policy on the acceptance of students under these agreements due to a concern about students changing schools multiple times. The district relies heavily on open enrollment students for its existence. The policy committee will meet to discuss non-tuition agreement policy.

**Lunch Accounts:** The district lunch collection policy was discussed. It is difficult to deny children meals when their parents don't pay. While most parents pay promptly, some are difficult to collect from. Revising the current policy to better address this was discussed. A local collection agency charges 28% for basic collection and 38% for legal (when a court order is obtained) collections. Whether forgiveness

of previous debt that was incurred would be considered if the family is now on free or reduced meals was discussed. The policy committee will meet to discuss revising the policy.

**AdvancEd:** A review of the district by an external review committee will take place on February 2<sup>nd</sup> and 3<sup>rd</sup>. This is part of the district school improvement process and also required for accreditation. Some board members will need to be available to be interviewed by the committee on February 2<sup>nd</sup>.

**Adjournment:** The meeting adjourned at 2:05 pm.

---

Tony Roorda, Board President

---

Amy Maurer, Business Manager

---

Approval Date