

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
May 10th, 2017

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

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

Visitor: Bus Driver Jon Marsolek.

Call to Order: President Roorda called the meeting to order at 6:00 pm.

Agenda: The following were added to the agenda: 1) Board meeting schedule change 2) Classified staff salaries 3) NWEA test coordinator 4) District test coordinator.

Correspondence: 1) AdvancEd has officially approved the district accreditation for a period of five years 2) NDSBA and Small Organized Schools fees will come due in July.

Consent Agenda: Harms made a motion, seconded by Froehlich, to approve the following consent agenda items:

- a. Approval of the bills and financial reports.
- b. Approval of the minutes from the April 12th, 2017 regular meeting, and May 5th, 2017 special meeting, as presented.

The motion carried unanimously.

Secondary Principal's Report: Mr. Bear reported: 1) 4.0 GPA students were taken on a tour of Medicine Wheel and the planetarium in Valley City and lunch. Funds for this were donated by Mr. and Mrs. Jacob Haag. 2) The University of Jamestown is donating eight used computers to the district. 3) Hobie Bear and Tori Luck are scheduled to attend the ND Leadership Seminar this weekend. 4) Mrs. Smith will be taking a student group to the Envirothon at Crystal Springs. 5) Mrs. Bowen will take choir students to perform for the residents of Rosedale in Jamestown. 6) High school awards will be on the last day of school. 7) Graduation is on Sunday May 21st.

Superintendent/Elementary Principals Report: 1) Luella Morehouse from the NDSU Extension Service completed her nutrition classes with the K-6 students. The students enjoy her lessons while learning the importance of nutrition. 2) The K-6 concert was excellent with the PK-3 students performing a play and the 4-6 students singing a variety of rock songs. 3) Mr. Waagen attended the Southeast Association of School Administrators meeting in Valley City on April 26. Updates on legislation affecting education were presented. 4) Mr. Waagen attended the Region VI Fine Arts meeting in Kulm on April 27. 5) Elementary students traveled to Fargo on May 8 and toured Bonanzaville. 6) The Annual Title I review was held on May 5 to discuss and get input of the various aspects of the program.

*Julie Jansen arrived.

*David Jansen arrived.

7) A drivers' education email was sent to parents of all students that signed up to participate in drivers' education this summer. Classroom work will be held in Marion the week of May 22-25 with the bus leaving from Montpelier at 7:15 in the morning and students being picked up in the

afternoon. 8) Mr. Waagen attended the ESSA and Title update in Fargo on May 4. North Dakota is one of 12 states to have filed the plans to the government regarding standards and accountability. The new plan goes into effect on July 1, 2017. Still several items to work on but much more local flexibility on data to show improvement. Title funding is still being determined. 9) Kindergarten graduation is May 18 at 12:45 and elementary awards ceremony the same day at 2:00. 10) Mr. Waagen received a request from teachers to make changes to the sick leave bank policy and create a prep period policy.

Student Records: Harms made a motion, seconded by Boom to go into executive session as allowed by the Family Education Rights and Privacy Act to discuss student educational records. The motion carried unanimously.

The board went into executive session at 6:18 pm.

The board returned to open session at 6:31 pm.

Froehlich made a motion, seconded by J. Jansen to follow the high school principal's recommendation for student A. The motion carried unanimously.

Froehlich made a motion, seconded by Harms to follow the high school principal's recommendation for student B. The motion carried unanimously.

Bus Driver Compensation: Mr. Marsolek addressed the board concerning the pay rates for bus drivers and mechanics duties, and the lack of substitute bus drivers. The board discussed this. The board requested that a salary comparison of other districts be brought to the next meeting.

Policies: The board did the second reading of the proposed amendments to the hot lunch policy and the classified staff pay schedule policy. Boom made a motion, seconded by Froehlich to approve the hot lunch and the classified staff pay schedule policies as amended. The motion carried unanimously.

ACH Origination Agreement: An updated ACH origination agreement is required to continue the direct deposit process through Unison Bank. D. Jansen made a motion, seconded by Harms to approve the ACH Origination Agreement. The motion carried unanimously.

Music Teacher Position: Mr. Waagen interviewed three individuals for the music teacher position, but none accepted the position for various reasons.

Administration Negotiations: The negotiations committee made their recommendations to the board for changes to administration salaries. Froehlich made a motion, seconded by D. Jansen to increase Business Manager Amy Maurer's salary to \$40,300 for 2017-18. The motion carried unanimously.

D. Jansen made a motion, seconded by Froehlich to increase Secondary Principal-Technology Coordinator James Bear's annual salary to \$77,175, and his workweek during the summer months will be 4 days per week as his schedule allows for 2017-18. The motion carried unanimously.

Harms made a motion, seconded by D. Jansen to increase Superintendent-Elementary Principal Jerry Waagen's annual salary to \$86,000, to pay him an amount equal to the cost of a single health insurance plan as a cash option benefit in lieu of health insurance, and to reimburse unused vacation days over 5 days at \$75 per day. The motion carried unanimously.

Building Update: In digging the foundation for the addition, workers ran into an old septic tank. The newer septic system runs into the old septic system which was not expected and upgrades will need to be made. It's uncertain when the main system was last updated. There will be a construction meeting on Tuesday.

June Board Meeting: The board concurred that the regular June board meeting will be moved from June 14th to June 19th to coincide with the required date to certify the school board election results.

Test Coordinators: J. Jansen made a motion, seconded by Boom to approve hiring Ryan Nelson as NWEA coordinator for \$900 and hiring Courtney Schuetz as general test coordinator for \$1000 for the 2017-18 school year. The motion carried unanimously.

Classified Staff Salaries: Classified staff wages for 2017-18 were discussed.

Boom made a motion to set aside any changes to the regular bus route driver salaries and to approve the recommended payrates for the other classified staff as follows: Special Education Aide Dianne Brown \$16.85 per hour, Assistant Cook Sally Dick \$11.85 per hour, Special Education Aide Julie Gruenstein \$17.70 per hour, Custodian Randy Henne \$15.50 per hour, Custodian Brenda Heyd-Cofell \$11.75 per hour, Head Cook Carla Johnson \$15.95 per hour, Title I Aide Joline Luck \$14.15 per hour, Secretary Melissa Marshall \$14.50 per hour, Vocational Driver Stacy Peckham \$17.50 per hour. The motion carried unanimously.

Adjournment: The meeting adjourned at 7:45 pm.

Tony Roorda, Board President

Amy Maurer, Business Manager

Approval Date