

**School Board Minutes**  
**Montpelier Public School District #14**  
**214 7<sup>th</sup> Ave**  
**Montpelier, ND 58472**  
**July 19<sup>th</sup>, 2017**

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

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

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

**Recognition of New Board Members:** The board recognized reelected board members Lynn Boom and Scott Harms.

**Agenda:** The following items were added to the agenda: 1) Bus route request.

**Consent Agenda:** Harms made a motion, seconded by Steele, to approve the following:

- a. Approval of the bills and financial reports.
- b. Approval of the minutes from June 19th, 2017 meeting, as presented.
- c. Designation of Unison Bank as the depository for school district funds.
- d. Approval of the 2016-2017 ND School District Financial Report and approval of the 2016-2017 Report for Publication.

	Beginning Fund Balance July 1, 2016	Revenue	Expenditures	Ending Fund Balance June 30, 2017
General Fund (01)	\$621,339.46	1,786,493.33	1,788,542.49	619,290.30
Building Fund (03)	\$114,002.05	31,723.39	43,267.30	102,458.14
Food Service (05)	\$12,322.25	78,209.58	80,552.04	9979.79
Student Activity (06)	\$17,856.80	30,981.98	32,807.93	16,030.85

e. Review pledged securities- Funds are FDIC insured up to \$250,000. Additionally, as of 7-1-2017 Unison Bank has pledged securities of \$1,221,926.

f. Review Bond Coverage -Bond coverage covers all the bondholder's employees and board members for theft of money and/or property by an employee. The limit of liability is \$638,000.00 and is provided by the ND State Insurance Department at no direct cost to the district. The limit of liability amount is determined by them based on the previous year's financial information.

g. Approval to dispose of records no sooner than listed on the NDSBA record disposal draft guidance/as allowed by law.

h. Approve membership to NDSBA's Policy Services for 2017-2018.

i. Approve the Jamestown Sun as the district's official newspaper. The Jamestown Sun will be the district's official newspaper in which legal notices, requests for bids, etc. will be published.

j. Approve Jerry Waagen as designated authority of Title I, Title IIA, Title IID, Title V, REAP, and the Small Rural School Achievement Program.

k. Approve Jerry Waagen as designated authority of Hot Lunch.

l. Approve Jerry Waagen as designated authority of Vocational, Asbestos, and ADA.

- m. Approve Jerry Waagen as the districts authorized representative to James River Valley Special Education Unit.
  - n. Approve James Bear as designated authority of the 504 program and as the homeless student liaison and the foster care liaison.
  - o. Appoint Amy Maurer as district business manager.
  - p. Approve non-tuition/open enrollment applications for three new students into the district.
  - q. Approve continuing with Blue Cross Blue Shield Basic Blue 70 with a \$250 deductible through the ND pooled schools as the district health insurance plan.
- The motion carried unanimously.

**Secondary Principal /Technology Coordinator Report:** Mr. Bear reported: 1) The new Chromebooks are set up and ready for student use. The usage agreements are ready also. 2) The foreign exchange student from Germany is not coming but one from Thailand may be coming.

**Superintendent/Elementary Principal Report:** Mr. Waagen reported: 1) He and Amy attended Title program consolidated application training in Fargo. 2) Collection letters on past due lunch bills will be going out soon. The need to clarify staying current on 2017-18 meals as well as paying past due amounts was discussed. 3) Back-to-school packets will be going out to parents next week.

**Election of President and Vice President:** The business manager called for nominations for president of the school board. Harms nominated Tony Roorda. Steele seconded. Steele made a motion that nominations cease and a unanimous ballot be cast for Tony Roorda. Harms seconded. A roll call vote was taken with all members voting aye. Motion carried.

There was a call for nominations for vice president. Steele nominated Scott Harms. Boom seconded. Steele made a motion that nominations cease and a unanimous ballot be cast for Scott Harms. Boom seconded. A roll call vote was taken with all members voting aye. Motion carried.

**Committee Appointments:** Harms made a motion that the committees remain the same as last year. Froehlich seconded. The motion carried unanimously. The 2017-2018 committees will be as follows:

Policy	Julie Jansen, Robert Froehlich, Shane Steele
Building & Grounds	Shane Steele, Robert Froehlich, David Jansen
Transportation	Tony Roorda, Robert Froehlich, David Jansen
Teacher Negotiations	Tony Roorda, Scott Harms, Lynn Boom
Administrator Negotiations	Tony Roorda, Scott Harms, Lynn Boom
Finance	Scott Harms, Shane Steele, Lynn Boom
Athletics	Julie Jansen, Lynn Boom, David Jansen
Curriculum	Lynn Boom, Julie Jansen, Scott Harms

**2017-2018 Preliminary Budget:** The proposed preliminary budget was reviewed and discussed. Jansen made a motion seconded by Harms to approve the budget with no increase to the dollars levied from local property taxes and which includes general fund appropriations of \$2,025,015 and projected revenues of \$1,838,848, building fund appropriations of \$93,665 and projected revenues of \$25,273, hot lunch fund appropriations of \$78,466 and projected revenues of \$79,410. The motion carried unanimously. The expenditures include \$326,000 toward the building project with \$246,000 to come out of the general fund and \$80,000 to come out of the building fund.

**Schedule Public Hearing for Tax Increase:** The hearing will not be required since taxes will not be increased.

**Policies First Readings:** The board did the first readings on amendments to the sick bank policy and a new prep period policy. Boom made a motion, seconded by Froehlich to approve the first readings. The motion carried unanimously.

**Teacher Resignation:** Mr. Waagen read a letter of resignation from P.E. teacher Mr. Tyler Schnaubert. Froehlich made a motion, seconded by Steele to approve accepting the resignation. The motion carried unanimously.

**P.E. Teacher:** Froehlich made a motion, seconded by Harms, to hire Mr. Daniel Smith as physical education teacher. The motion carried unanimously.

**Sick Leave Committee:** The board concurred that Robert Froehlich and Lynn Boom would be the school board representatives on the Montpelier Sick Bank Committee for the 2017-18 school year.

**Assistant Basketball Coach:** Boom made a motion, seconded by Harms to hire Mr. Alan Olson as assistant boys' basketball coach for the 2017-2018 season for \$2880.00. The motion carried unanimously.

**Bus Mechanic Wage:** Boom made a motion, seconded by Froehlich to increase the bus mechanic wage to \$60 per hour. The motion carried unanimously.

**Bus Route Request:** A request was made to allow students who attend Awana at North Marion Reformed Church to ride the Adrian route bus after school on Wednesdays to get dropped off at the church. Bus capacity and whether it would add time/miles to the route was discussed. The board asked Mr. Waagen to review the matter. The subject was tabled for the next meeting.

**Building:** The partition walls are up and drywalling in progress on the remodel of the old library/classroom to create a pre-k room, a counselor's office, and a smaller library/ITV room. Much progress has been made on the new music room and classroom addition.

**Adjournment:** The meeting adjourned at 7:15 pm.

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Tony Roorda, Board President

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Amy Maurer, Business Manager

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Approval Date