

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
August 10th, 2016

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

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.

Agenda: The following items were added to the agenda: 1) Certificate of Levy 2) Assistant Basketball Coach. 3) Resignation.

Correspondence: 1) After completing a yearlong application and approval process, approval was officially received from NDDPI for Montpelier's Title I program to change from a targeted assistance program to a schoolwide program. This allows all the students to be assisted as needed rather than just those that have been targeted based on specific program criteria.

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

- a. Approval of the bills and financial reports.
- b. Approval of the minutes from the July 19th, 2016 regular meeting as presented.
- c. Approval of a non-tuition agreement for the 16-17 school year and an open enrollment application for the 2017-18 school year for one elementary grade student.

A roll call vote was taken with all members voting aye. Motion carried.

Secondary Principal/Technology Coordinator Report: Mr. Bear reported: 1) Students are all scheduled for classes. 2) The new PE teacher, Mr. Schnaubert, visited the school last night and is enthusiastic to get started. 3) This year all homework assignments for jr high and high school will be available online for parents and students. 4) There will be a 'Teacher of the Quarter' program. 5) New laptops have been purchased for teachers. 6) Mr. Bear and Mr. Waagen attended the Administrator Conference which provided much information on a variety of topics. 7) Mr. Bear, Mrs. Bear and Mrs. Bowen attended Crisis Prevention Intervention (CPI) training which teaches how to intervene/restrain students in response to disruptive and violent behavior. Mrs. Trouba and Mrs. Schrader will be attending the training on Friday. Those five staff members will be the district's CPI team.

Superintendent/Elementary Principal Report: Mr. Waagen reported: 1) Eight staff members attended the Nurtured Heart refresher workshop in Jamestown on August 8th. 2) The staff will meet on August 16th and 17th for professional development days prior to the starting. Mrs. Sadie Lech will be presenting Trauma Informed Schools as part of the state required mental health training. The program reviews the effects of childhood trauma on student behavior and learning. The second day the high school staff will be trained on research writing for all subject areas, while the elementary staff will be trained by Ms. Sandy Zahn on materials from the Valley City Teacher Center. 3) The early projection for our student enrollment is approximately 113 students in grades K-12 and five students in preschool. 4) The five school buses have been or will be sent to Barton's in Jamestown to receive inspection and servicing. 5) Mr. Wright began his role as athletic director and will attend the required NDHSAA meeting in Valley City on August 11th. 6) Mr. Waagen will publish a request for fuel bids as required by law.

Policies Second Reading: The board did the second reading of the following policies: 1) Concussion management 2) Wellness Policy 3) Federal Fiscal Compliance 4) Data Protection and security breaches 5) Food Service Program 6) Education of pregnant and parenting students, amended to remove disclosure paragraph due to HIPAA confidentiality concerns. 7) Amendments to the sick leave bank policy. The full text of the policies is available online on the school website or upon request.

Mr. Jansen made a motion to approve the following policies: 1) Concussion management 2) Wellness Policy 3) Federal Fiscal Compliance 4) Data Protection and security breaches 5) Food Service Program 6) Education of pregnant and parenting students, amended to remove disclosure paragraph due to HIPAA confidentiality concerns. 7) Amendments to the sick leave bank policy. Ms. Boom seconded. A roll call vote was taken with all members voting aye. Motion carried.

Budget/Certificate of Levy: Mr. Waagen proposes that the budget be adjusted to increase the preliminary budget general fund levy from 65 mills (\$394,456) to 70 mills (\$424,798.00) and reduce the building fund levy from 9.65 (\$54,639.00) mills to 5 mills (\$30,343.00). This

reduces taxes compared to last year as approved by the board last month but could possibly help to protect the district's ability to levy the amounts needed in the future with fewer setbacks if the legislature adds limits to the boards general fund levy authority.

This would be a total levy of 75 mills (\$455,141). State law would allow the board to levy a total of 92 mills (\$558,307).

After discussion, Ms. Boom made a motion, seconded by Mr. Harms to approve the budget adjustment and the certificate of levy that increases the preliminary budget general fund levy from 65 mills (\$394,456) to 70 mills (\$424,798.00) and reduces the building fund levy from 9.65 (\$54,639.00) mills to 5 mills (\$30,343.00). A roll call vote was taken with all members voting aye. Motion carried.

The updating of some playground equipment was brought up.

Consolidated Application for Title: The consolidated application for federal Title funding was reviewed and discussed. Ms. Jansen made a motion, seconded by Mr. Harms to approve the application. A roll call vote was taken with all members voting aye. Motion carried.

School Board Member Training: The New Member Seminar is on October 27th. The convention continues on the 28th. New board members are required by law to attend the New Member Seminar.

Assistant Boys Basketball Coach: Mr. Jansen made a motion, seconded by Ms. Boom to approve hiring Alan Olson as assistant boys' basketball coach. A roll call vote was taken with all members voting aye. Motion carried.

Resignation: Julie Smith submitted a letter of resignation from her administrative assistant and substitute bus driving positions. Her last day will be August 25th. Mr. Jansen made a motion, seconded by Mr. Harms to accept the resignation. A roll call vote was taken with all members voting aye. Motion carried.

Advertising for the positions was discussed.

Request for Qualifications Applicant Review: Seven RFQ's were received from architects for the proposed building addition. After review and discussion the board concurred that they would request

interviews with EAPC Architects Engineers, Engtech, Foss Architecture and Interiors, and Icon Architectural Group. The interviews will be scheduled for September 7th and September 8th beginning at 5 pm.

Budget considerations such as future state funding and teacher salaries were discussed.

Building Update: The building is clean and nearly ready for school to start. The new flooring, paint and refinished cupboards in the kitchen and cafeteria/stage look very nice.

Adjournment: The meeting adjourned at 7:40 pm.

Tony Roorda, Board President

Amy Maurer, Business Manager

Approval Date