

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
September 14th, 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) Custodian 2) Administrative Assistant 3) Substitute 4) Designated authority 5) Teacher personal leave 6) Title I school parent compact

Consent Agenda: Harms made a motion, seconded by D. Jansen, to approve the following:

- a. Approval of the bills and financial reports.
 - b. Approval of the minutes from the August 10th, 2016 regular board meeting, September 7th and September 8th 2016 special board meetings.
 - c. Approval of non-tuition agreements for the 16-17 school year for seven students and open enrollment applications for the 2017-18 school year for those same students.
- A roll call vote was taken with all members voting aye. Motion carried.

Secondary Principal/Technology Coordinator Report: Mr. Bear reported: 1) A “You’re Hired” event took place at the school last week with grades 7-12 participating. A grant helped to pay for substitute teachers to cover the classes of the three teachers who ran the event. 2) Steps are being taken to proactively address repeated tardiness before it gets out of hand. 3) With the districts transition to Schoolwide Title I, Mrs. Bear has been able to help more students who are struggling with their grades in the high school.

Superintendent/Elementary Principal Report: Mr. Waagen reported: 1) There are 113 students enrolled k-12 this fall. There are 7 preschoolers. 2) During staff professional development days, staff completed their training in Trauma Informed Schools presented by Mrs. Sadie Lech and were given training by SEEC personnel Connie Maloney and Sandy Zahn. 3) School buses will be inspected on Wednesday, September 21. 4) The fifth and sixth grade classes attended the Eco-Day at Pipestem Reservoir on September 7. 5) An open house/carnival for the school was held on Monday, September 1 from 5:00-7:00 pm. Approximately 150 people attended and it was a huge success. 6) The first AdvanceED team meeting for this year will be held on Thursday September 15th.

Measure 2: Mr. Waagen shared with the board information on Measure 2 which will be on the ballot this fall and concerns the Foundation Aid Stabilization Fund.

Fuel Provider: The district advertised for bids for a fuel provider and no bids were received.

School Compliance Report: Each year the district is required to provide assurances to the state that all teachers have valid teaching licenses, are highly qualified in the subjects they teach, that the school meets all the curriculum requirements, meets safety requirements, does required background checks, and participates in the required review process. D. Jansen made a motion, seconded by Steele to approve the compliance report. A roll call vote was taken with all members voting aye. Motion carried.

Tobacco Policy: The board did the first reading of additions to the district tobacco policy which outlines who is responsible for adhering to and enforcing the policy, and provides cessation service recommendation to NDQUITS.

Parental Involvement Policy: The board did the annual review of the Parental Involvement Policy.

Student Parent Compact: The Student Parent Compact for Title I was reviewed.

Volleyball Cooperative: Ms. Boom, Ms. Jansen, Mr. Wright, Mr. Nelson, and Mr. Waagen attended an athletic cooperative meeting with Edgeley-Kulm. Montpelier joining the volleyball cooperative was discussed. They are open to Montpelier joining and a contract will be prepared and a request for approval made to each of the school boards.

Concerns about the length of basketball practices due to the late time that players from Montpelier return home was also discussed.

Superintendent Evaluation: The online superintendent evaluation tool was discussed.

NDSBA Convention: The NDSBA Convention was discussed. David Jansen, Julie Jansen, and Shane Steele will all attend the New Member Seminar and the convention on Friday. Boom may attend Friday. Roorda may attend the School Law Seminar on Thursday and the convention on Friday. Harms will be unable to attend.

Custodial Salary: Mr. Henne has completed his 90-day probationary period and Mr. Waagen recommends that his wage be increased. Harms made a motion, seconded by J. Jansen to increase Mr. Henne's wage to \$15.00 per hour. Motion carried.

Administrative Assistant: Boom made a motion, seconded by Harms to hire Melissa Marshall as administrative assistant at a wage of \$13.00 per hour with her wage to be reconsidered after a 90-day probationary period. A roll call was taken with all members voting aye. Motion carried.

Substitute: D. Jansen made a motion, seconded by Steele to approve the hire of Jacob Hegler as a substitute teacher. A roll call vote was taken with all members voting aye. Motion carried.

Designated authority: Boom made a motion, seconded by Harms to approve Amy Maurer as the designated authority of the district section 125 cafeteria plans, the district 403(b) plan and the district health insurance plan. A roll call vote was taken with all members voting aye. Motion carried.

Personal Leave: The 2016-2017 negotiated agreement added a third personal day for teachers who have been with the district for ten or more years. The agreement allows for payment of \$100 each for up to two unused personal days as of the end of the school year. The maximum allowable personal days is set at four days. Three teachers who have over ten years of experience carried over two personal days from the 2015-16 school year and would have received three days in the 16-17 school year, except that it would exceed the four days allowed in the negotiated agreement. After discussion, Boom made a motion, seconded by Harms to pay each of the three teachers \$100 for the additional day that would exceed the maximum allowed. A roll call vote was taken with all members voting aye. Motion carried.

Architect: The board discussed the architectural firms that they interviewed at the special meetings on September 7th and 8th. Harms made a motion, seconded by D. Jansen to hire Engtech Architectural firm. A roll call vote was taken with all members voting aye. Motion carried.

The board discussed how the process might work as far giving the architects a list of needs, letting the architects help to identify the district's needs, the possibility of hiring an attorney to review the contract, the possibility of having the architects help develop a long term plan for improving the facilities.

Adjournment: The meeting adjourned at 7:30 pm.

Tony Roorda, Board President

Amy Maurer, Business Manager

Approval Date