

School Board Minutes
214 7th Ave
Montpelier, ND 58472
School Board Retreat
Held at the Gladstone Inn, Jamestown, ND
January 23rd, 2016

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

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

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

Board meetings going paperless was discussed.

Mission Statement: The board brainstormed ideas for a new mission statement.

Transportation: The board reviewed and discussed a school bus rotation schedule based on average miles put on each vehicle per year and their type of use. They reviewed recommended annual budget for vehicle purchases. The Jamestown bus route and the capacity of that bus and the timeframe for picking up students each day was discussed.

Teacher and Principal Evaluations: The process and tools used for evaluating teachers and the high school principal was reviewed and discussed.

AdvacEd Process: The board watched a video created by MDEC for school boards describing the AdvacEd process. This is part of the accreditation process and also part of the required school improvement process for Title I. Mr. Bear reported on the districts progress to date in the process for the current year.

Building Improvements: Mr. Waagen shared a listing of the building maintenance/improvements that have taken place over the last several years.

Long Term Plan: Mr. Waagen shared information on the district's enrollment trends, mill levies, and finances. The possibility of creating an exit interview process to better understand why students leave the district was discussed. The possibility of increasing the school counselor to four days per week was discussed.

2016-2017 Staffing: Mr. Waagen shared information on the district's teaching staff which is a good combination of new and more experienced teachers. The possibility of increasing the school counselor to four days per week was discussed.

*Jansen left the meeting.

Addition of New Building: Three rough draft options for a new building were looked at with options from two classrooms to six classrooms. All propose to have it on the east side of the school attached by a breezeway. The educational needs and the amount of funds available were discussed. Mr. Waagen believes some primary concerns are the condition of the music building and students crossing the parking lot several times a day to get to it, the condition of the high school basement classrooms, the library being the location of the main copy machine and a classroom, and the counselor’s office being in a semi-private closet space. What a building process might involve as far as state requirements and obtaining bids was discussed. What the timeline might be if the board were to go forward with a building was discussed. It is believed that a separate building of just a few additional classrooms is subject to fewer regulations than an addition to the existing building. Whether the project is practical given the student enrollment versus whether continuing in the current spaces is viable assuming the school does continue to be open, was discussed. Whether the board would use just reserves or finance part of the project was mentioned. Additional potential costs such as bell/alarm systems and phones was discussed.

The building committee will meet prior to the next regular board meeting to discuss the project.

School Board Member Information: The board reviewed a sample school board ethics policy from NDSBA.

Adjournment: The meeting adjourned at 3:00 pm.

Feb. 9, 2016

Tony Roorda, Board President

Amy Maurer, Business Manager

Approval Date