

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
May 12th, 2016

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

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

Visitor: Scott Mart, Builder's Mart Inc. representative.

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

Agenda: The following item was added to the agenda: 1) 2017 graduation date.

Correspondence: 1) Notice was received from NDDPI that the James River Valley Special Education Cooperative passed all IDEA requirements. 2) A rebate check for over \$700 was received through participation in the state P-card program.

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

1. Approval of the bills and financial reports.
2. Approval of the minutes from April 12th meeting, as presented.
3. Approval of a no tuition agreement for the 2016-2017 school year, and an open enrollment application for the 2017-2018 school year for one student.

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

*Jansen arrived.

Student Records: The board went into executive session as allowed by NDCC 44-04-19.2 and the Family Education Rights and Privacy Act for the purpose of discussing student educational records.

The board went into executive session at 6:10 pm.

The board returned to open session at 6:50 pm.

Froehlich made a motion, seconded by Boom to implement the secondary principal's recommendations for the students involved. A roll call vote was taken with all members voting aye. Motion carried.

Building Bids: The building bids were opened. The three bids were as follows: 1) H & H Holdings, Jamestown, ND \$432,960 2) Infinity Building Services, Jamestown, ND \$388,540 3) Builders Mart, LaMoure ND \$427,604.

A couple of electricians have contacted the district about the project. A representative from Ottertail has been contacted about possible grants available. The initial dirt work and removal of trailers was not included in the specifications and would be an additional cost to the district. The process should be done in a timely manner as the specifications require a performance bond within ten days and as a courtesy to get the bid bonds returned as soon as possible to the losing bidders.

The board tabled the bids until the building committee has a chance to thoroughly review them.

A building committee meeting was scheduled for May 13th at 2:30 pm.

A finance committee meeting was scheduled for 4:00 pm on Monday, May 16th at 4:00 pm.

A meeting for public input was scheduled for Tuesday, May 31st at 6:30 pm.

Secondary Principal Report: Mr. Bear reported that there was an REA project day that went well. Next Thursday, which is the last day of school, all high school students will be at the University of Jamestown learning what employer's value in the workplace.

Superintendent/Elementary Principal Report: Mr. Waagen reported: 1) Luella Morehouse from the NDSU Extension Service completed her nutrition classes with the K-6 students. 2) The K-6 concert was excellent. 3) He attended the Southeast Association of School Administrators meeting in Valley City on May 4. Updates were provided by Matt Fetsch of the North Dakota High School Association and Bob Tollefson of North Dakota Small Schools Organization. NDCEL Executive Director Aimee Copas was present and discussed the upcoming changes in the revision/rewrite of the North Dakota Standards. 4) He attended the annual update meeting for the Jamestown Career and Technology Center on May 5. Mr. John Lynch provided information indicating that students who are able to attend such centers have a higher graduation rate than those who do not have the opportunity. 5) Elementary students traveled to Bismarck on May 6 and toured the North Dakota Heritage Center and the Gateway to Science Center. 6) The Annual Title I review was held on May 11 to discuss and get input of the various aspects of the program. Next school year we will become a schoolwide program. 7) A drivers' education meeting was held on May 9 for the students that will be participating and their parents. Currently there are 10 students signed up to participate. 8) Litchville/Marion would like to meet to discuss the future of volleyball coop. 9) Kindergarten graduation is May 18 at 12:45 and elementary awards ceremony the same day at 2:00. 10) Graduation is Saturday, May 21 at 2:00.

Counselor Resignation: Mr. Waagen read a letter of resignation effective as of the end of the school year from counselor Mrs. Courtney Schuetz who has accepted another position. Kjellberg made a motion, seconded by Froehlich, to accept the resignation. A roll call vote was taken with all members voting aye. Motion carried.

Mr. Waagen placed an ad after receiving the resignation and has received one application and two inquiries. Gackle-Streeter will also be in need of a part time counselor and would be interested in sharing one full time counselor with the counselor working three days per week in Montpelier and two days in Gackle. The board concurred with this arrangement.

Edgeley/Kulm/Ellendale/Montpelier JH Football Coop Agreement: Edgeley, Kulm, and Ellendale have all approved having Montpelier join their junior high football cooperative. Boom made a motion, seconded by Jansen to approve the cooperative agreement and to dissolve the current agreement with Jamestown. A roll call vote was taken with all members voting aye. Motion carried.

Volleyball Coaching: Kjellberg made a motion, seconded by Boom to approve hiring Mr. Ryan Nelson as head volleyball coach and Miss Kayleen Anselment as assistant volleyball coach for the 2016-2017 season. A roll call vote was taken with all members voting aye. Motion carried.

Volleyball Cooperative: Mr. Waagen has been communicating with Litchville-Marion Superintendent Steve Larson and they share concerns that the number of students participating in volleyball between the

two schools is declining. Next year there will only be enough participants for varsity and junior high squads. There won't be enough for a B squad. Litchville-Marion has been moving the rest of their sports to LaMoure and Edgeley seems receptive to Montpelier joining their volleyball program.

L-M's athletic committee would like to visit with a couple of Montpelier board representatives to discuss the volleyball program. Julie Jansen and Lynn Boom will act as the board representative to meet with them.

Athletic Director Position: Kjellberg made a motion, seconded by Froehlich to hire Mr. Richard Wright as athletic director for the 2016-2017 school year. A roll call vote was taken with all members voting aye. Motion carried.

Teacher Staffing 2016-2017: The teacher staffing for 2016-2017 will be as follows: PK- Mrs. Sarah Ratts, Kindergarten-Mrs. Maureen Schrader, Grade 1- Mrs. Laurie Brown, Grade 2- Miss Kayleen Anselment, Grades 3 and 4- Miss Tonya Kramer, Grade 4/Title Coordinator- Mrs. Heidi Bear (4th grade Language arts and math), Grade 5- Mr. Ryan Nelson, Grade 6-Mrs. Sue Valenta, HS Math- Mr. John Peterson, HS English- Mrs. Jodee Trouba, HS Social Studies- Miss Julie Leggate, HS Science- Mrs. Meggan Smith, K-12 PE/Health- Mr. Tyler Schnaubert, K-12 Music- Mrs. Renee Bowen, K-12 Special Education- Mrs. Doreen Strode.

Support Staff/Substitute Teachers: Froehlich made a motion, seconded by Harms to approve the following support staff and substitute teachers: Carla Johnson-head cook, Sally Dick-assistant cook, Randy Henne- head custodian, Brenda Heyd-Cofell- assistant custodian, Dianne Brown-paraprofessional, Julie Gruenstein-paraprofessional, Joline Luck- paraprofessional Title I and bus driver, Julie Smith-administrative assistant/substitute bus driver, Stacey Peckham-bus driver, Angela Haakenson-Bus Driver, and Jon Marsolek- bus driver. Substitute teachers, Lynn Krueger, Mary Steele, Kathleen Miller, Judith Maulding, Sarah Ratts, Chrissy Kartes, Carol Delany, Tonia Kjellberg and Danielle Buchanan. Other substitutes: Vange Luck-cook, and Janet Hendrickson-cook. A roll call vote was taken with all members voting aye. Motion carried.

Support Staff Salaries: Boom made a motion, seconded by Harms to give support staff a 3% raise rounded up to the nearest nickel and to leave the substitute positions at the current rates for the 2016-2017 school year. A roll call vote was taken with all members voting aye. Motion carried.

Teacher Negotiations: The negotiations committee recommended agreeing to a one year agreement that includes the following changes for the 2016-2017 school year: \$35,000 base, \$6600 toward health insurance, adding one personal day for employees who have taught in the district for ten consecutive years, \$8250 annually for combination classrooms with clarifying language on elementary combinations, and allowing part-time teachers a whole day equivalent to their work day for funerals. Kjellberg made a motion to approve the negotiated agreement and Froehlich seconded. A roll call vote was taken with all members voting aye. Motion carried.

Administration Negotiations: The negotiations committee made their recommendations for administrator salaries for the 2016-2017 school year.

Froehlich made a motion, seconded by Kjellberg to approve increasing Mr. James Bear's salary to \$73,000 for his position as secondary principal and technology coordinator. A roll call vote was taken with all members voting aye. Motion carried.

Kjellberg made a motion, seconded by Froehlich to increase Mr. Waagen's salary to \$83,000.00, provide his hot lunches, and add to the contract that upon the full completion of his final contract with the district,

he shall receive payment for 25% of earned sick leave at his daily rate of pay at the time his employment ceases. A roll call vote was taken with all members voting aye. Motion carried.

Kjellberg made a motion, seconded by Froehlich to approve increasing Mrs. Maurer's salary to \$38,300 and her annuity to \$4500. A roll call vote was taken with all members voting aye. Motion carried.

Mission Statement: Proposed mission statements from the teachers, the board and input from a survey were reviewed and discussed. The board requested that some of the ideas be combined and be brought back to the next meeting.

*Harms left the meeting.

Trailer Removal: The trailers will need to be removed since that would be the location of the new building and it would be an improvement to have them removed even if the building does not take place. They have been used for storage for the last few years, but items are being relocated. The board concurred that via the local listserv/word of mouth they should be put up for bids.

Lunch Prices: Montpelier's lunch prices have not changed for several years and a comparison with other districts shows we are charging less than most others except on seconds where we are higher. Mr. Waagen recommends increasing all meals by 25 cents and reducing the price for seconds from \$1.25 to \$.50. Kjellberg made a motion, seconded by Harms to approve the recommendation. A roll call vote was taken with all members voting aye. Motion carried.

Graduation Date: This year graduation conflicted with a track meet and to avoid that next year a change is recommended. Boom made a motion, seconded by Froehlich to have graduation in 2017 on May 21st. A roll call vote was taken with all members voting aye. Motion carried.

Adjournment: The meeting adjourned at 8:05 pm.

June 13th, 2016

Tony Roorda, Board President

Amy Maurer, Business Manager

Approval Date