

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
August 11th 2015

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

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

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

Agenda: The following items were added to the agenda: 1) Zero period trigonometry 2) 403(b) plan 3) Assistant cook position.

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

- a. Approval of the bills and financial reports.
- b. Approval of the minutes from July 14th, 2015, as presented.

A roll call vote was taken. Voting aye: Jansen, Boom, Froehlich, Kjellberg, and Harms (5). Nay: None (0). Motion carried.

*Steele arrived.

Superintendent/Elementary Principal Report: Mr. Waagen reported: 1) 14 staff members attended the Nurtured Heart training in Jamestown on August 4th and 5th. Nurtured Heart is a set of strategies to help children learn to understand that they will receive positive reactions through positive behavior. 2) Mr. Bear, Mrs. Bowen, and Mrs. Schrader will attend Crisis Prevention Intervention training on August 13th. 3) The staff will meet on August 18th and 19th for professional development days prior to the start of school. Mrs. Schuetz will be presenting QPR (Question, Persuade, Refer) suicide prevention information to the staff as required by the state. Staff will also receive CPR training and discuss the school's mission statement. 4) The early projection for our k-12 enrollment is 103 students plus seven students in pre-school. 5) The school buses are being sent to Harlow's in Bismarck for inspection and servicing. 6) Mr. Brent Nelson began his role as athletic director and attended the required NDHSAA meeting in Valley City on August 6th.

Secondary Principal/Technology Coordinator Report: Mr. Bear reported: 1) After the Nurtured Heart training a plan for implementation was developed. 2) Students are mostly scheduled and ready for the start of school. 3) Mr. Bear has been in touch with staff concerning lesson plans, classroom culture, cell phones, and procedures. 4) New computers are in place in the elementary and high school computers are in place and ready. 5) The new Activboard is up and ready in the business classroom. 6) The new wireless access points are installed. 6) Network upgrades will occur either over teacher convention or Christmas break. 7) Office 365 accounts are ready for everybody. 8) The new website is up and going. 9) The new copy machine is printing and user accounts are set up so Mr. Waagen can monitor printing.

Sick Bank Policy: The board did the second reading of the sick bank policy. After discussion, Kjellberg made a motion, seconded by Jansen to approve the policy. A roll call vote was taken. Voting aye: Jansen, Boom, Froehlich, Kjellberg, Harms, and Steele (6). Nay: None (0). Motion carried.

Property Tax Levy/ Budget Adjustment: Mr. Waagen recommended to the board to keep the tax levy at the same rate as 2014 which was \$483,542. Due to increased property values, the number of mills would go down from 91.71 mills to approximately 84.52 mills, with 70 mills going for general fund, 5 mills miscellaneous fund, and 9.52 mills building fund. Ms. Maurer requested that the budget be adjusted. Boom made a motion, seconded by Froehlich, to set the 2015 levy at \$482,542, and to adjust the district budget by increasing the building fund revenues and expenditures by \$2012.00, and to increase the general fund expenditures by \$1571.00 and reduce the general fund revenues by \$1968.00. A roll call vote was taken: Voting aye: Jansen, Boom, Froehlich, Kjellberg, Harms, and Steele (6). Nay: None (0). Motion carried.

NWEA Testing Coordinator: Mr. Waagen recommends paying Mr. Ryan Nelson to serve as the district NWEA testing coordinator. Jansen made a motion, seconded by Boom, to employ Mr. Ryan Nelson as the NWEA testing coordinator for the 2015-2016 school year and to pay him \$900.00 for those services. A roll call vote was taken: Voting aye: Jansen, Boom, Froehlich, Kjellberg, Harms, and Steele (6). Nay: None (0). Motion carried.

Title Consolidated Application: Mr. Waagen reviewed the proposed Title Consolidated application with board. The money is budgeted to pay for the Title I teacher, part of the pre-school teacher, professional development, the READ 180 program, and part of a classroom teacher's salary. Kjellberg made a motion, seconded by Jansen to approve the Title Consolidated application. A roll call vote was taken: Voting aye: Jansen, Boom, Froehlich, Kjellberg, Harms, and Steele (6). Nay: None (0). Motion carried.

Building Update: Carpet has been installed in three classrooms and the main office, new blinds have been installed in four high school classrooms and the office.

Zero Period Class: Discussion was held on whether to offer a zero period trigonometry class this year rather than offer the course in combination with another subject. The enrollment is anticipated to be between 3 and 5 students. Kjellberg made a motion, seconded by Jansen, to pay Mr. Peterson \$2450.00 to teach zero hour trigonometry for the first semester of 2015-2016. If the enrollment drops below 3 students, it will be readdressed for the second semester, otherwise the course will be continued and an additional \$2450.00 will be paid for the second semester. A roll call vote was taken: Voting aye: Jansen, Boom, Froehlich, Kjellberg, Harms, and Steele (6). Nay: None (0). Motion carried.

403(b) TPA Resolution: Boom made a motion, seconded by Froehlich to approve retaining ADMIN Partners, LLC as the plan administrator for the district's 403(b) plan. A roll call vote was taken: Voting aye: Jansen, Boom, Froehlich, Kjellberg, Harms, and Steele (6). Nay: None (0). Motion carried.

Assistant Cook: Froehlich made a motion, seconded by Boom to approve hiring Sally Dick as assistant cook. A roll call vote was taken: Voting aye: Jansen, Boom, Froehlich, Kjellberg, Harms, and Steele (6). Nay: None (0). Motion carried.

Other: Having water available at lunch for students who do not drink milk was discussed. A pitcher of water and glasses will be made available.

Adjournment: The meeting adjourned at 7:00 pm.

September 8th, 2015

Tony Roorda, Board President

Amy Maurer, Business Manager

Approval Date