

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
April 8th, 2015

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

Also Present: Superintendent Jerry Waagen, Secondary Principal Tim Godfrey, and Business Manager Amy Maurer.

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

Agenda: The following items were added to the agenda: 1) Board meeting schedule. 2) Disposal of student records.

Correspondence: The results of the TFFR audit were received with one minor correction made to which fiscal year a summer payment was applied.

Consent Agenda: On motion by Rode, seconded by Froehlich, the following consent agenda items were approved.

- a. Approval of the bills and financial reports.
- b. Approval of the minutes from the March 11th regular board meeting and March 25th special board meeting.
- c. Approval of a non-tuition agreement for one new student for the 2015-16 school year and an open enrollment application for the same student effective as of the 2016-17 school year.

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

Secondary Principal/AD Report: 1) **Spring of 2016 Educational Trip:** An educational trip is being planned and fundraising has begun for the spring of 2016. Under consideration is the educational program at Epcot Center in Orlando, Fl or Washington DC. Ms. Leggate and Ms. Suzette Schaffer are working with students to organize the trip. They are estimating a cost of about \$2000 per student. The importance of an adequate number of chaperones was discussed. 2) Increasing the number of credits required for graduation and the possible addition of a social studies course in the 9th grade was discussed. 3) Currently pre-algebra is started in the 8th grade. Starting pre-algebra in the 7th grade and continuing it into the 8th grade was discussed. Those students ready to progress to algebra in the 9th grade will, and those that would benefit to additional pre-algebra teaching would continue in pre-algebra and begin algebra in the 10th grade. 4) The new state assessment testing began today and the testing process went fairly smoothly. There is a Smarter Balance practice test available online for anyone interested. 5) Track has started. A couple of meets have been cancelled due to the weather. 6) Elementary girls' basketball season is nearing its end with a post season party planned.

High School Doors: A bid was received from Electrowatchman to replace the high school doors on the south side of the school. The doors that are there now do not lock properly without the additional bar lock. The estimate for new doors with key card access is \$7913. Without the key card access the cost would be \$3683. A state safety grant should pay for half the cost if they are purchased prior to June 30th. After discussion, Kjellberg made a motion, seconded by Froehlich to purchase the doors without the key card access. A roll call vote was taken. Voting aye: Roorda, Kjellberg, Froehlich, Rode, and Boom. (5). Nay: None (0). Motion carried.

Superintendent/Elementary Principal Report: 1) A salesman from Central Business Systems visited with Mr. Waagen and Ms. Maurer about the cost and options for a new copy machine. Mr. Waagen stopped by their store and looked at some of the machines. The schools main copier was purchased five years ago. The upstairs copier is much older and not working well. If a new copier is purchased the old one will be moved upstairs. Estimates will be ready early May. 2) New reading/language arts books for the elementary are being reviewed. The high school English books are only four years old and do not need replacing. 3) NWEA testing has been completed in the elementary. State assessments will begin in a couple of weeks. 4) Mrs. Valenta has applied for a James Patterson Grant for new library books. 5) Pending state legislation was reviewed.

Bus Bid: The bids for 14 passenger buses with single rear axles were opened and reviewed. Trucks of Bismarck bid \$48,779 for a 2016 Chevy Express with a 6.0 gas engine, or \$47,993 with a 4.8 gas engine. They offered a \$3500 trade option. Harlow's bid \$48,950 for a 2016 Chevy Starcraft with a 6.0 gas engine. Going from the dual rear wheels to the single rear wheels makes the width of the bus much narrower. After discussion, Boom made a motion, seconded by Rode to purchase the Trucks of Bismarck 6.0 liter engine bus for \$48,779.00 with the option for trade-in. A roll call vote was taken. Voting aye: Roorda, Kjellberg, Froehlich, Rode, and Boom. (5). Nay: None (0). Motion carried.

Head Cook: Mr. Waagen conducted interviews for the head cook position and recommends that the board hire Ms. Carla Johnson for the position at a starting rate of \$14.00 per hour with an opportunity for a pay increase after a performance review in January 2016. Froehlich made a motion, seconded by Boom to approve the hire of Ms. Johnson as recommended by the superintendent. A roll call vote was taken. Voting aye: Roorda, Kjellberg, Froehlich, Rode, and Boom. (5). Nay: None (0). Motion carried.

Asbestos Inspection: The district is due for an asbestos inspection. Froehlich made a motion, seconded by Rode to approve the superintendent's recommendation to hire Trio Environmental Consulting to do an inspection and review/update the district's paperwork to ensure it meets requirements at a cost of \$605.00. Assuming a roll call vote, the motion carried unanimously.

Summer Help: Mr. Waagen recommends that the district hire a couple of summer helpers again this year. The board concurred.

Activity Fund Adjustment: The Class of 2013 and the Class of 2014 left behind fund balances of \$82.50 and \$370.97. The business manager recommends that these balances be moved to the High School activity fund which is used primarily for field trips. Boom made a motion, seconded by Froehlich to allow the transfer from the class funds to the high school fund. Assuming a roll call vote, the motion carried unanimously.

Policy Committee Meeting Date: The committee will meet on April 28th at 4:30. Time may be adjusted for committee members work schedules.

Meeting Dates: Wednesday evenings conflicts with a board members work schedule. After discussion it was decided that next month's meeting will be changed to Thursday May 14th and the rest of the year's schedule will be reviewed in May.

Student Record Disposal: The records currently on hand take up lots of space. Mr. Waagen spoke with an attorney at NDSBA and was advised that much of what's in the files can be disposed of. Mr. Waagen recommends publishing notice so that any former students who want to take the extra information from their files may do so prior to cleaning them out, and then destroying the extra information for students up through the class of 2005. Transcripts, IEP records and immunization records will be kept on file.

Adjournment: The meeting adjourned at 7:00 pm.

Tony Roorda, Board President

Amy Maurer, Business Manager

May 14th, 2015

Approval Date