

**School Board Minutes**  
**Montpelier Public School District #14**  
**214 7<sup>th</sup> Ave**  
**Montpelier, ND 58472**  
**July 17<sup>th</sup>, 2019**

**Board Members Present:** President Tony Roorda, Scott Harms, Abram Valenta, Jeff Jensen, Lynn Boom, and Wade Dally. 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.

**Recognition of New Board Members:** The board recognized new board member Wade Dally and reelected board members Tony Roorda and Jeff Jensen.

**Correspondence:** The Early Childhood Grant application has been approved.

**Consent Agenda:** Boom made a motion, seconded by Valenta, to approve the following:

- a. Approval of the bills and financial reports.
- b. Approval of the minutes from the June 17<sup>th</sup>, 2019 regular meeting, as presented.
- c. Designation of Unison Bank as the depository for school district funds.
- d. Approval of the 2018-2019 ND School District Financial Report and Report for Publication.

	Beginning Fund Balance July 1, 2018	Revenue	Expenditures	Ending Fund Balance June 30, 2019
General Fund (01)	\$445,980.23	2,031,297.85	1,898,781.02	578,497.06
Building Fund (03)	\$34,838.59	30,823.10	17,026.07	48,635.62
Food Service (05)	\$10,357.43	70,644.13	69,315.02	11,686.54
Student Activity (06)	\$19,280.43	25,344.87	22,858.90	21,766.40

- e. Review pledged securities- Funds are FDIC insured up to \$250,000. Additionally, as of 7-1-2019 Unison Bank has pledged securities of \$1,111,966.
- f. Review Bond Coverage -Bond coverage covers all the bondholder's employees and board members for theft of money and/or property by an employee. The limit of liability is \$668,800 and is provided by the ND State Insurance Department at no direct cost to the district. The limit of liability amount is determined by them based on the previous year's financial information.
- g. Approval to dispose of records no sooner than listed on the NDSBA record disposal draft guidance/as allowed by law.
- h. Approve membership to NDSBA's Policy Services for 2019-2020.
- i. Approve the Jamestown Sun as the district's official newspaper. The Jamestown Sun will be the district's official newspaper in which legal notices, requests for bids, etc. will be published.
- j. Approve Jerry Waagen as designated authority of Title I, Title IIA, Title IID, Title V, REAP, and the Small Rural School Achievement Program.
- k. Approve Jerry Waagen as designated authority of Hot Lunch.
- l. Approve Jerry Waagen as designated authority of Vocational, Asbestos, and ADA.
- m. Approve Jerry Waagen as the districts authorized representative to James River Valley Special Education Unit.

- n. Approve Heidi Bear as designated authority of the 504 program and James Bear as the homeless student liaison and the foster care liaison.
  - o. Appoint Amy Maurer as district business manager.
  - p. Approve continuing with Blue Cross Blue Shield Basic Blue 70 with a \$250 deductible through the ND pooled schools as the district health insurance plan.
- The motion carried unanimously.

**Secondary Principal /Technology Coordinator Report:** Mr. Bear reported: 1) He is taking credits to get his superintendent’s credentials/maintain his secondary principal credentials. 2) He gave a tour of the school to the Montpelier Class of 1969. It was fun to hear their memories and their history of the school/buildings. 3) The school received recognition from A Year in America for our participation in the foreign exchange program. The Bear’s will be hosting a student from Germany this upcoming year. 4) The class schedules are ready. 5) There will be early distribution of Chromebooks on August 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup>. 6) There will be two new 9<sup>th</sup> graders this year.

**Superintendent/Elementary Principal Report:** Mr. Waagen reported: 1) There will be a new pk and a new kindergarten student who recently moved into the district. 2) Mr. Waagen, Mr. Bear, Mrs. Bear, and Mrs. Ratts attended EdDirection training in Mandan on June 24<sup>th</sup>-26<sup>th</sup>. Writing skills will be a primary focus throughout the school. It was determined that Comprehensive Support funding can be used for grades 7-8 staff professional development in addition to the elementary staff professional development already taking place. 3) Infinity has quoted \$9700 to repair the support beam in the first grade room. This will be paid mostly by insurance. 4) There’s new landscaping in the front of the school. The water heater failed and was replaced. The gopher issue in the playground area is being addressed. 5) Employee letters and parent/student packets will be mailed out at the end of the month. 6) Parent teacher conference schedules have been adjusted on the calendar. 7) Buses are getting their summer cleaning and maintenance.

**Election of President and Vice President:** The business manager called for nominations for president of the school board. Harms nominated Tony Roorda. Boom seconded. Boom made a motion that nominations cease, and a unanimous ballot be cast for Tony Roorda. Harms seconded. A roll call vote was taken with all members voting aye. Motion carried.

There was a call for nominations for vice president. Boom nominated Scott Harms. Dally seconded. Valenta made a motion that nominations cease, and a unanimous ballot be cast for Scott Harms. Roorda seconded. A roll call vote was taken with all members voting aye. Motion carried.

**Committee Appointments:** President Roorda appointed the 2019-2020 committees as follows:

Policy	Lynn Boom, Jeff Jensen, Abram Valenta
Building & Grounds	Abram Valenta, Robert Froehlich, Wade Dally
Transportation	Tony Roorda, Robert Froehlich, Wade Dally
Teacher Negotiations	Tony Roorda, Scott Harms, Lynn Boom
Administrator Negotiations	Tony Roorda, Scott Harms, Lynn Boom
Finance	Scott Harms, Abram Valenta, Jeff Jensen
Athletics	Jeff Jensen, Robert Froehlich, Wade Dally
Curriculum	Lynn Boom, Jeff Jensen, Scott Harms

**Meeting Schedule:** After discussion, Valenta made a motion, seconded by Boom to move the August through December board meetings to the second Wednesday of each month. The motion carried unanimously.

**2019-2020 Preliminary Budget:** The proposed preliminary budget was reviewed and discussed. The budget includes an approximate increase to the total dollars levied of \$14,898. It includes general fund appropriations of \$1,962,199 and projected revenues of \$1,983,515, building fund appropriations of \$30,000 and projected revenues of \$323,918, hot lunch fund appropriations of \$71,669 and projected revenues of \$71,085. Valenta made a motion, seconded by Boom, to approve the preliminary budget. The motion carried unanimously.

**Schedule Public Tax Hearing:** Boom made a motion, seconded by Harms to schedule the Public tax hearing for September 11<sup>th</sup> at 6:00 pm. The motion carried unanimously. The regular meeting will be scheduled to follow at 6:30 pm.

**Substitute Teacher Pay:** Boom made a motion, seconded by Harms, to increase the pay for short-term teacher substitutes to \$125 per day. The motion carried unanimously.

**NWEA Coordinator Position:** Harms made a motion, seconded by Jensen, to hire Ryan Nelson as NWEA coordinator for \$1000.00 per year. The motion carried unanimously.

**Scholarship Activity Fund:** Harms made a motion, seconded by Boom, to approve changing the activity fund “pop machine fund” to “Montpelier School Scholarship Association” and to use it for student scholarships. The motion carried unanimously.

Criteria for scholarships was discussed.

**Bus Driver Retention Bonus:** Boom made a motion, seconded by Valenta, to keep the bus driver retention bonuses. The motion carried unanimously.

**Extra-curricular Driver Rate:** Harms made a motion, seconded by Boom to approve increasing the activity driver rate to \$15.00 per hour. The motion carried unanimously.

**Lunch Seconds:** Valenta made a motion, seconded by Jensen, to approve increasing the price of second servings to the required seventy-five cents and to have the school district pick up the cost of those second servings. The motion carried unanimously.

**Angel Fund:** The possibility of setting up an Angel Fund for people to donate to help pay for lunches for those families that are struggling was discussed.

**Adjournment:** The meeting adjourned at 7:40 pm.

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Tony Roorda, Board President

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Amy Maurer, Business Manager

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Approval Date