

**Unapproved School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
October 14th, 2020**

Board Members Present: Tony Roorda, Robert Froehlich, Jeff Jensen, Scott Harms, Wade Dally, and Abram Valenta. Absent: Lynn Boom.

Also Present: Superintendent Jerry Waagen, Secondary Principal Ben Hannasch, and Business Manager Amy Maurer.

Presenter: School Auditor Harold Rotunda, CPA.

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

Agenda modifications: 1) Families First Coronavirus Act Policy.

Correspondence: 1) The state is providing the school with masks. 2) The NDHSAA has approved the high school football cooperative with Ellendale/Edgeley/Kulm.

Consent Agenda: Harms made a motion, seconded by Dally, to approve the following:

- a. Approval of the bills and financial reports.
 - b. Approval of the minutes from the September 9th tax hearing meeting and the September 9th regular meeting.
 - c. Approval of a non-tuition agreement for one student into the district.
- The motion carried unanimously.

Secondary Principal's Report: Mr. Hannasch reported: 1) The Nice Bike Award recipients for September were Mrs. Miller and Mrs. Ratts. The recipients for October were Mrs. Miller and Mr. Nelson. This is a program for teachers to acknowledge and honor other teachers for their work. 2) NWEA testing has been completed for the most part with a few students doing make up tests the week of the 12th. 3) ASVAB testing took place on October 5th. 4) Grades 7-10 went on a field trip to Prairie Waters/Kathryn Dam on October 7th. 11-12th grades went on October 8th. Students got to experience seining fish, identifying stream fish, capturing macro invertebrates, identifying macro invertebrates, performing water quality tests, and geocaching. Juniors and seniors got to help relocate mussels from the dam. 5) The quarter ends on October 21st. 6) A small grant was received through Cyber.org and the school received 10 micro:bits. 7) Mr. Hannasch applied for a Doosan grant which would be used to purchase digital microscopes. 8) Ten students are on the Student Leadership Team. They work with the secondary principal to look at the school and provide input on what they think the school should be like. 9) The two-week period of distance learning due to active COVID cases in the school brought a drop in grades for many students. A school incentive program has been started to try to motivate students to raise their grades. Additionally, the administration is looking at having any students who have poor grades come in on Fridays, which is currently a distance learning day, to put in extra time to bring those grades up. Busing and lunch would be provided. Any other students who would like additional help or prefer to get their work done at school could also come on Fridays.

Superintendent/Elementary Principals Report: Mr. Waagen reported: 1) Mr. Entzi invited Sheriff Kaiser and Deputy Holzworth to speak with the sophomores and the seventh and eighth grade classes. They discussed the responsibilities of their jobs and answered questions from the students. Sheriff Kaiser and Deputy Holzworth also visited the elementary classes and answered questions. 2) School buses were inspected on September 30. The only issues that needed to be addressed were some bulbs that needed replacing. 3) The staff was given an anonymous survey regarding their comfort level using Google Classroom and if they have felt improvement using it. Most feel they have improved and their comfort level has increased. 4) The school leadership team had its first meeting on October 1st along with Ed Direction coach Pam VanHorn. Team members are Mrs. Bear, Mr. Nelson, Mrs. Marthaler, and Mr. Waagen. The elementary school's primary two areas of focus this year will be writing and the use of formative assessment to guide instructional practices. 5) He continues to attend updates from NDCEL and NDDoH. 6) He attended the virtual Southeast Regional Administrators meeting on September 30. Two points of interest included the effort to get all schools on the formula in six years. Looking at ways to help schools do this through adjusting the weighting factors. Second point, a bill that would not allow schools to claim miles for buses outside of the district boundary. 7) He is working with Mrs. Kietzman to determine when and how the school will have a Christmas concert. 8) As part of the annual improvement process, the Cognia (formerly AdvancED) team met on Friday, October 2nd with Mr. Bear leading the meeting. The team began discussing the process, school quality factors, surveys to be given, and our strategic plan. Team members are Miss Anderson, Mrs. Bear, Mr. Hannasch, Mrs. Ratts, and Mr. Waagen. 9) Mrs. Marthaler, Mrs. Bear, and Mr. Waagen attended a virtual SLDS training on October 7. The training provided different methods to review student data to help the improvement process for the elementary school. 10) He attended the SEEC administrator meeting on October 8 with the main topic being NDPHIT which is the self-funded health insurance that was considered last spring. This is continuing to move forward with their goal of starting next year. 11) He attended the James Valley Career and Tech Center administrators meeting on Tuesday, October 13) Mr. Heinert provided an update on the programs and purchases made with Perkins funds. 14) COVID update: a) Our county is currently green but we will continue to have masks worn when passing in hallways and in the lunchroom. b) The school received the large face masks from the state and should be receiving masks for grades K-6 this week. The masks are provided by DPI, NDDoH and the U.S. Department of Health and Human Services. c) The guidelines continue to be modified as new information becomes available. d) Jamestown is planning on going all face to face instruction by November 16.

The board discussed the current set up of four regular contact days Monday-Thursday, and the distance learning day on Fridays. Several students are distance learning full time and students do regularly go in and out of distance learning due to quarantines. The teachers appreciate that extra day for preparing videos, content and contacting those students although some would prefer to go to five-day weeks. After discussion, the board concurred that they would not make changes for now.

Auditor Report: Harold Rotunda reviewed the 2019-2020 financial report with the board.

Fuel Vendor: One vendor responded. Harms made a motion, seconded by Valenta to approve purchasing the district's gas and diesel from Allied Energy for their delivered invoice price plus 10 cents. The motion carried unanimously.

Cares Funding: The state has provided additional Cares Act Funding to school districts. It can be used primarily for payroll. It may not supplant expenses already in the budget. Mr. Waagen plans to use these funds to hire Tonia Kjellberg to work every day starting October 26th through approximately November 18th. She will help out in various jobs, wherever needed in the school. After that she will be working as a

long-term substitute for a teacher on maternity leave. Additionally, Mr. Wright's job will be redefined to allow him to work as an instructional coach in the afternoons. He will assist all staff with Google Classroom and other technology needs.

Substitute Custodian: Harms made a motion, seconded by Valenta, to hire Ed Stickel as substitute custodian. The motion carried unanimously.

Old Bus #3 Sale: The board concurred that the bus should be advertised for sale with the minimum bid to be \$750.00.

NDSBA Convention: All events will be held virtually. Board member attendance at the School Law Seminar is free if one staff member attends at a cost of \$100. Ms. Maurer will attend and register all board members.

FFCRA Policy: It has been found that some employees who have had COVID and have been cleared to work experience lingering side effects. It is proposed that if these employees have leave left under FFCRA that they be allowed to use the leave for necessary absences due to these lingering after effects. There is two weeks allowed leave and the policy expires on 12-31-2020. Valenta made a motion, seconded by Harms to approve the amendment to the FFCRA policy. The motion carried unanimously.

Adjournment: The meeting adjourned at 7:45pm.

Tony Roorda, Board President

Amy Maurer, Business Manager

Approval Date