

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
July 16th, 2025

Board Members Present: Wade Dally, Abram Valenta, Tony Roorda, Scott Harms, Dan Koep, *Kelsey Naze. Absent: Kyle Throener.

Also Present: Superintendent Mr. Phil Leitner, and Business Manager Amy Maurer.

Visitors: Amber McIntyre, and Isabella McIntyre.

Call to Order: The meeting was called to order at 6:03pm.

Board Election: The business manager called for nominations for board president. Valenta made a motion to nominate Scott Harms for president. Koep seconded. Hearing no other nominations, Roorda moved that the nominations cease and a unanimous ballot be cast for Scott Harms for board president. Valenta seconded. The motion carried unanimously.

President Harms called for nominations for vice president. Roorda made a motion to nominate Abram Valenta for vice president. Koep seconded. Hearing no other nominations, Roorda made a motion that nominations cease and a unanimous ballot be cast for Abram Valenta for vice president. Koep seconded. The motion carried unanimously.

*Kelsey Naze arrived.

Agenda: Valenta made motion, seconded by Dally, to approve moving the early graduation request to the first item on the agenda. The motion carried unanimously.

Early Graduation Request: An early graduation request was discussed. Roorda made a motion, seconded by Valenta, to approve the early graduation request for Isabella McIntyre provided she completes all graduation requirements. The motion carried unanimously.

Reorganization of the board: Valenta made a motion, seconded by Koep, to approve the following committee appointments:

Athletic Committee: Kelsey Naze, Dan Koep, and Wade Dally

Building and Grounds Committee: Tony Roorda, Kelsey Naze, and Dan Koep.

Curriculum Committee: Abram Valenta, Kyle Throener, and Scott Harms

Finance Committee: Scott Harms, Abram Valenta, and Tony Roorda

Negotiations Committee: Abram Valenta, Wade Dally, and Scott Harms

Policy Committee: Abram Valenta, Kelsey Naze, and Dan Koep

Sick Bank Committee: Kyle Throener, and Tony Roorda

Transportation Committee: Tony Roorda, Kyle Throener, and Wade Dally

The motion carried unanimously.

Consent Agenda: Roorda made a motion, seconded by Dally, to approve the consent agenda which included the following:

- a. Approval of the July bills and financial reports.
- b. Approval of minutes from the June 11, 2025 regular board meeting, as presented.
- c. Approve the open enrollment/non-tuition agreement for one PK student into the district from Jamestown.
- d. Annual Board Authorizations:
 - i. Designate Unison Bank as the district bank.
 - ii. Review of pledged securities.
 - iii. Review of the district's bond coverage.
 - iv. Approval of the 2024-2025 ND School District Financial Report and Report for Publication, as presented:

	Beg. Fund Balance 07-01-2024	Revenue	Expenditures	Ending Fund Balance 06-30-2025
General Fund	\$772,331.34	2,183,852.63	2,259,280.99	696,902.98
Building Fund	\$30,541.16	24,053.42	50,000.00	607.58
Hot Lunch Fund	\$8,684.41	122,868.32	123,141.72	8411.01
Student Activity	\$40,170.15	43,439.06	36,238.58	47,370.63

- v. Appoint Business Manager-Amy Maurer.
- vi. Approval the Jamestown Sun as the district's official newspaper.
- vii. Approval of Policy Services Membership through NDSBA.
- viii. Approval of Phil Leitner as the district's authorized representative to James River Valley Special Education Unit.
- ix. Approval of Phil Leitner as the designated authority of Title I, Title IIA, Title IID, Title V, REAP, ESSER, ERATE, and the Small Organized School Achievement Program.
- x. Approval of Phil Leitner as designated authority of the Hot Lunch program.
- xi. Approval of Phil Leitner as the designated authority of Vocational, Asbestos, and ADA.
- xii. Approval of Amy Maurer as the designated authority of the district health and life insurance plans, and the district's section 125 cafeteria plan.
- xiii. Approval of Sara Wilson as the district's Homeless Student Liaison.
- xiv. Approval of Sara Wilson as designated authority of the 504 program
- xv. Approval to dispose of records no sooner than listed on the NDSBA record disposal draft guidance/as allowed by law.
- xvi. Approval to reauthorize the Return to Learning Plan and Continuity of Services Plan which is required by ESSER, as presented.
- xvii. Approval of the district Curriculum Resource List, as presented.
- xviii. Approve authorization of Mr. Leitner and Ms. Maurer to use their judgment to monitor and manage funds held in certificates of deposit based on the financial needs of the district for the fiscal year.

The motion carried unanimously.

Superintendent's Report: Supt. Leitner reported:

- DC Spray Foam out of Oakes put a new application of spray foam and drain pipes on the 1914 building which should resolve the water issue.
- We currently have 6 students registered for Pre-Kindergarten.
 - 8 students are needed to receive \$30,000 Best in Class Grant

- 11 students are needed to receive the \$60,000 Best in Class Grant. Hiring an additional staff member is required if we have 11 or more students.
- Funding delays and changes to the funding of our Title program from the ND Department of Education will affect Montpelier School in a negative way.
- There are a number of new laws/requirements on which we are still trying to become educated. The superintendent Mastery Roundtable is August 7 and should help provide guidance on these issues. There will likely continue to be policy changes etc. because of the new laws/requirements.
- The superintendent met with parents regarding potential playground enhancements. Our plan is to work with the school building and grounds committee and hopefully the City of Montpelier to enhance our school/community playground offerings.
- The administration will be working on handbooks and organizing the start of the year. One particular item that we intend to address is having discipline of students that is consistent and sets a high standard for student behavior. One particular subject that continues to be an issue of concern for schools (including Montpelier) is vaping. We plan to work towards placing additional measures in place to limit the chance that students engage in vaping and strengthen penalties for violators.

2025-2026 Preliminary Budget: The proposed preliminary budget was reviewed and discussed. The budget includes an approximate increase to the total dollars levied of \$65,931. It includes general fund appropriations of \$2,337,327 and revenues of \$2,296,477. Special Reserve Fund appropriations \$11,862 and revenues of \$23,724. Building fund appropriations of \$40,000 and projected revenues of \$77,250. Hot lunch fund appropriations of \$130,912 and projected revenues of \$126,410. The budget includes a local tax levy of approximately 70 mills general fund, 0 miscellaneous, 3.02 tuition levy, 3.0 special reserve levy and 9.8 mills building fund. Valenta made a motion, seconded by Dally, to approve the preliminary budget as presented. The motion carried unanimously.

Schedule Public Tax Hearing: Valenta made a motion, seconded by Koep, to set the public budget and tax hearing for the 2025-2026 for September 10th, 2025 at 6:00 pm. The motion carried unanimously.

EKM and EEK Co-op Agreements: Dally made a motion, seconded by Koep, to approve the EKM and EEK cooperative sports agreements. The motion carried unanimously.

Policy Updates: The board did the first reading of the following policies:

- A. Payroll Period
- B. Test Exemption-Rescind
- C. GDA-Personal Communication Devices-Rescind
- D. FFI-Personal Electronic Communication Devices
- E. GACB-Patriotic Exercises
- F. FFK- Suspension and Expulsion
- G. FFK-BR1- Suspension and Expulsion
- H. FGA- Student Education Records
- I. FGA-BR1- Student Education Records Access & Amendment Procedure
- J. BBBB- School Board Committee Scope and Purpose
- K. FFD- Possessing Firearms
- L. IDC-Data Protections and Security Breaches

Adjournment: The meeting adjourned at 7:55pm.

Scott Harms, Board President

Amy Maurer, Business Manager

Approval Date

UNOFFICIAL