

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
November 13th, 2024

Board Members Present: Scott Harms, Tony Roorda, Angela Hansen, Wade Dally, Kyle Throener, and Abram Valenta. Absent: Brock Naze.

Also Present: Superintendent Mr. Phil Leitner, PK-12 Principal Ms. Sara Boom, and Business Manager Amy Maurer.

Visitors: Ms. Ellen Fehr. Joining virtually, Brian Opshal, CPA, of Brady-Martz and Associates.

Call to Order: The meeting was called to order at 6:00 pm. Board members were given the opportunity to recite the Pledge of Allegiance.

Agenda: Valenta made a motion, seconded by Dally, to approve the following additions to the agenda: 1) NDSBA School Board Convention Reports 2) Staff Christmas Gift/Party 3) Notification of school board members of school incidents. The motion carried unanimously.

Consent Agenda: Concerning the personnel up for approval, it was noted that Ms. Laurie Brown would be substitute aide for Mr. Heck, who will be the long-term substitute in Mr. Lee's elementary classroom while Mr. Lee serves as substitute school principal. A concern was raised about the cost of substitutes involved in the manner chosen to cover the principal's leave.

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

- a. Approval of the November bills and financial reports.
- b. Approval of minutes from the October 9th regular board meeting, as presented.
- c. Approval of the following personnel:
 - Hire of Tyler Lee as Temporary Dean of Students, i.e., to serve as PK-12 principal while Ms. Boom is on maternity leave beginning in late February.
 - Hire of Ms. Laurie Brown as a long-term substitute aide primarily in the preschool room for \$24 per hour.

Vote results: Valenta-aye, Dally-aye, Throener-aye, Hansen-no, Harms-aye, Roorda-aye. Motion carried.

NDSBA Convention Report: The NDSBA convention was attended by Scott Harms, Tony Roorda, Mr. Leitner, and Angie Hansen.

Sessions attended included information on the following:

- School Building Consortium
- "Why Teach", focused on promoting the teaching profession to ND high school students.
- School Law Seminar included discussion of whether Fargo teachers can negotiate on behalf of non-teaching staff.
- "Be Legendary", was a discussion of what is involved in the school governance program.
- The New Member Session included information on when a board member should recuse themselves if a topic includes a family member, and that the focus of board members should be to make sure students are learning. Also, there was discussion of what might happen if voters passed measure 4 which would eliminate property taxes.

Audit Report: Brady-Martz and Associates conducted the audit of the district's 2023-2024 finances. Brian Opsahl, CPA, presented information to the board and answered questions on the audit.

Superintendent's Report: Supt. Leitner reported:

- Thanks go out to Mr. Entzi and his health class for donating their time to make a gaga pit on the school playground
- Tony Roorda was presented with a Master Board Member Service Award at the NDSBA convention.
- The new roofs over the kitchen/cafeteria/locker room will be certified for warranty by the roofing manufacturer after the installers complete a few additional items.
- The fire marshal inspection is completed with a few minor areas which need to be addressed.
- The required 3-year asbestos inspection report has been completed and will be placed in the school management plan.
- Board members are welcome to attend a meeting with James River Career and Technology Center representatives in Montpelier on November 20th.
- The Choice Ready Grant will not be included in the budget as previously approved as it was learned that those funds go directly from the state to the college for those students taking dual credit courses. The budget will be formally updated at a future meeting.
- Students in 7-12 will attend an anti-vape speaker presentation in Jamestown sponsored by Central Valley Health.
- Vital Network planning meetings are taking place. The purpose is to improve employee retention and is financed through a state grant.
- Mr. Leitner, through the NDCEL superintendent mentoring group, has sent a survey to staff. This is answered anonymously and the purpose is to give feedback on his professional growth.

Principal's Report: Ms. Boom reported:

- Ms. Haugen and all teachers have been working hard on 504 and IEP meetings.
- Seven formal evaluations have been completed. Her goal is to complete all evaluations before going on leave.
- How best to help struggling students is a main topic in teachers Team Time.
- To promote parental involvement, the school is initiating a Positive Postcards program. Positive messages will be sent to parents/students in recognition of good things happening with those students.
- Mrs. Dockter, school counselor, took several 11th graders to NDSCS to see what opportunities they offer.
- Ms. Boom shared Montpelier information from the ND insights website.

School Board Retreat: Topics included to date include strategic planning and student data. The date was set for February 1st at 10:00 am at the Gladstone Inn in Jamestown.

Superintendent Evaluation: The superintendent evaluation was reviewed and discussed. Hansen made a motion, seconded by Throener, to approve the November evaluation for Mr. Leitner. The motion carried unanimously.

Staff Christmas Gifts/Party: The board discussed what might be done for staff gifts or a staff party. State anti-gifting laws were mentioned. The board discussed doing something on their own for staff without using district funds.

Notification of School Incidents: There was discussion on if and when it would be appropriate for board members to be notified by administration of unfavorable incidents at the school.

Adjournment: The meeting adjourned at 7:40 pm.

Scott Harms, Board President

Amy Maurer, Business Manager

Approval Date