

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
November 12th, 2025

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

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

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

Agenda: No changes.

Consent Agenda: Roorda made a motion, seconded by Koep, 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 8th, 2025 regular board meeting, as presented.
- c. Approve the following personnel report items:
Joni Brandenburg, part time aide-resignation
Deb Hatlewick, part time aide-hire

The motion carried unanimously.

*Dally arrived.

Committee Reports: Harms, Naze and Koep attended the NDSBA Convention. Naze and Koep attended the required New Member Session and found it very informative. The budget session was especially helpful. One thing that was mentioned was to start adding important deadlines to the board meeting calendar.

Superintendent's Report: Supt. Leitner reported:

- A strategic planning meeting was held today and we will continue to hold meetings throughout the school year.
- Limitations on students using their own vehicles to travel to school events was discussed.
- Vape detectors installed with a 3-year service agreement would be approximately \$8,104.35 plus travel expenses. This would be a lot for the district's current budget.
- We are looking for a 7-12 science teacher, middle school teacher and/or a long-term sub for our open 7-12 science position beginning in January. Most likely, Mrs. Kjellberg will be the long-term sub for the second semester.
- School calendar planning for 2026-27 is about to begin.
- A new flagpole was installed outside the 1914 building. It looks fantastic. Thank you to Sue Valenta for the donation of the flagpole and for Trash Panda for installation.
- We are waiting on more information on the school's sewer system. The possibility of the need for a new drain field should be considered when planning the location of the new playground.

The repetition of returning students enrollment paperwork was mentioned as a concern.

Principal's Report: Ms. Wilson reported:

- Students attended a career fair in Jamestown.
- Work continues with the Vital Network/Teacher retention program.
- The BARR coach visited the school for the second time and the district is on the right track with it's student focused meetings.
- There was a successful blood drive as spearheaded by Mrs. Bear.
- Students enjoyed the traditional Halloween Parade.
- Two Montpelier students had the honor of playing in the VCSU Ployhar Honor Band.
- Music students did a nice job under the direction of Mrs. Kietzman in putting on a Veterans Day Program.

Board Retreat: The board retreat is tentatively scheduled for February 7th at the Gladstone Inn.

School Board Meeting Calendar: A proposed calendar for January-July was reviewed. Most meetings will be on the third Wednesday of the month. The calendar accommodates a June school board election. Roorda made a motion, seconded by Valenta, to approve the calendar as proposed. The motion carried unanimously.

Budget Adjustment: The actual state foundation aid will be higher than originally budgeted because of on-time funding and a slightly higher student count than originally anticipated. Valenta made motion, seconded by Dally, to adjust the budget to the actual foundation aid amount. The motion carried unanimously.

2026-2027 Budget Lookahead: Mr. Leitner shared an early 26-27 budget. It was noted that if the district does not maintain the average daily student membership that caused the increase in funding for 25-26, those funds will be taken off of the 26-27 state funding. The 26-27 budget reviewed is \$53,000 to the good with a 3% increase in expenditures. It does not include any staffing changes or the purchase of a vehicle.

Playground Committee Update: With the community fundraising efforts, there is now \$38,000 available for the playground improvement project. The first phase of playground equipment would be the Rotunda Fitness Course from WillyGoat Playground Company which was quoted at around \$28,000. This provides a lot of the desired play opportunities for upper elementary students. Additionally, rubber borders would be need to be ordered. This would not include installation costs such as site prep, pea rock, wood chips, and labor. It is considered to meet playground safety standards. The equipment would not impact insurance costs beyond its value as an asset. Additional fundraising opportunities this year include PTO Bingo and Donkey Basketball. Grants are also being pursued. Roorda made a motion, seconded by Throener, to approve the purchase of the first round of playground equipment for up to \$30,000. The motion carried unanimously.

Superintendent Evaluation: After review and discussion, Valenta made a motion, seconded by Dally, to accept the superintendent evaluation. The motion carried unanimously.

Business Manager Search: The committee reviewed the applications received and has scheduled three interviews for Tuesday evening.

Executive Session: Valenta made a motion, seconded by Koep, to go into executive session, as allowed by NDCC Section 44-04-19.1(9), to discuss negotiations for the business manager position. The motion carried unanimously.

The board went into executive session at 7:40pm

The board returned to open session at 8:15 pm.

Adjournment: The meeting adjourned at 8:15 pm.

Scott Harms, Board President

Amy Maurer, Business Manager

Approval Date

UNOFFICIAL