



Montpelier School Board Meeting January 21, 2026 - 6:00 PM - Room 112 Minutes

Board Members Present: Scott Harms, Tony Roorda, Dan Koep, Wade Dally, and Abram Valenta.

Also Present: Superintendent Phil Leitner, Principal Sara Wilson, Staff Member Linda Doctor and Business Manager Brittany Hansen.

Absent: Kelsey Naze and Kyle Throener

Call to Order: The meeting was called to order at 6:02PM by President Scott Harms. The Board was given the opportunity to recite the Pledge of Allegiance.

Approval of Agenda: No modifications were requested to the agenda at this time.

Consent Agenda:

Roorda made a motion to approve the consent agenda as presented, seconded by Valenta, to include the following:

- Approval of December 2025 bills and financial reports
- Approval of December 10, 2025, Board meeting minutes
- Five new open enrollment/Non-tuition Agreements were discussed
- Resignation - Sara Wilson - Principal - At conclusion of school year

The motion carried unanimously.

Committee Reports:

Negotiations Committee Update: Valenta reported that the negotiations committee met with Business Manager Amy Maurer and will have a proposal for board consideration.

Strategic Planning Committee Update: Superintendent Leitner reported regarding our strategic planning meetings that have been occurring. The next strategic planning committee is going to meet January 28, 2026, at 4:30 P.M.

Buildings & Grounds/Playground Committee Update: Plans to meet to discuss the septic system and playground layout. The next meeting date and time have not been set as of the time of this meeting.

Superintendent's Report: Superintendent Leitner reported:

- Principal Search update

Mission Statement: Embracing success through education

Vision Statement: Preparing today for a better tomorrow.

- The timeline of Internal candidate interviews and selection process were reviewed. The new principal is expected to be hired by the March Board meeting.
- Enrollment numbers were discussed- we currently have 105 total students attending our school in PK-12th Grade.

Principal's Report:

- Mrs. Wilson reported on NDA+ testing.
- The cell phone lock box was displayed. Our school has a cell phone policy regarding usage during instruction time, so this will allow students to still see their devices but not have access to them. Reference Policy: FFI - Personal Electronic Devices
- An engagement survey for 3rd-12th graders will be conducted in the upcoming weeks. The survey results are factored into our school's accountability metrics.

Business

2026 Milage Reimbursement Rate: The federal milage reimbursement rate has gone up beginning January 1, 2026.

Valenta made a motion to approve the milage rate of \$.7250 per mile for employees using their personal vehicle for approved work relate purposes. Roorda seconds motion.

Harms abstained from vote; Roorda-yes, Koep-yes, Dally-yes, Valenta–Yes. Motion Carried.

2026 Board Retreat: Discussed any ideas or topics that the board wanted to discuss at the Board Retreat on February 7. This will be held at the Gladstone Inn, at 10:00A.M.

Choice Ready Update: Guest speaker and school counselor, Linda Dockter gave a brief overview of the current version of ND Choice Ready. Choice ready creates essential skills that prepare students for post-secondary, workforce, or military choices.

Strategic Planning Committee Update: Superintendent Leitner reported regarding our strategic planning meetings that have been occurring. The next strategic planning committee is going to meet January 28, 2026, at 4:30 P.M.

Use of School: Sami Koep along with Brian and Holly Bertsch have requested access to the school for purposes of exercising occasionally.

Roorda made a motion to allow the use of school to Sami Koep, Brian Bertsch and Holly Bertsch. Providing administration is notified each time beforehand, everything is left in at least as good of condition as before the school is used, and each party understands that they are responsible for any person that accompanies them while they use the school. Dally Seconds motion.

Harms- yes; Roorda-yes, Koep-Abstains from vote, Dally-yes, Valenta–Yes. Motion Carried.

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Business Manager Certification Program: Business Manager Hansen has requested to sign up for the Business Manager Certification Program and the Mentorship Program offered by the North Dakota School Board Association.

Valenta made a motion to allow Business Manager Hansen to participate in the North Dakota School Board Association Business Manager Certification Program and the Mentorship Program. Koep Seconds, motion carried unanimously.

Work Agreement for Amy Maurer: The Negotiations Committee met before this meeting and would like to propose a work agreement for Amy Maurer to provide support services to help our new business manager.

Valenta made a motion to grant Amy Maurer full 80 hours of vacation time, to pay health insurance, 403(b), and life insurance contributions through February 28, 2026. Starting March 1, 2026-June 30, 2026, she would be paid \$2500/month through the payroll process as a flat stipend as a support role. Koep Seconds, motion carried unanimously.

Principal Position: With Mrs. Wilson resigning, Mr. Leitner led discussions about finding a new principal, timeline, and a potential training strategy. Mr. Leitner will assemble a committee to help provide input on the next principal. Tony Roorda will be on this committee.

Teacher Contract Approval: Roorda made a motion to approve the teaching contract for Eve Scott as a choir/art teacher for the 2026-27 school year, seconded by Valenta; motion carried unanimously.

The meeting adjourned at 7:37 p.m.

Respectfully submitted,

Brittany Hansen
Business Manager