

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
November 10th, 2021

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

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

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

Agenda: No changes were made. It was discussed that in the future there should be formal motions made for changes to the agenda.

Correspondence: We were informed by the state that districts that are participating in a Cognia Engagement review (part of the accreditation process) will be exempted from Federal monitoring for the same year. They will adjust their monitoring schedule.

Consent Agenda: Boom made a motion, seconded by Froehlich, to approve the following consent agenda items:

- 1) Minutes from the October 13th, 2021 regular board meeting, as presented.
 - 2) Bills and financial reports
 - 3) An open enrollment/non-tuition agreement for one student into the district.
- The motion carried unanimously.

High School Principal's Report: Mr. Hannasch reported:

- 1) He shared details on what individual teachers in grades 7-12 are doing to implement project based/personalized learning into their classes.
- 2) October students of the month were: Middle School- Clara Harms, High School-Lane Froehlich.
- 3) Teachers have now been trained on how to score Habits of Work. This quarter they are testing out the concepts and working with the students so that next semester it can go school wide.
- 4) He is looking into a Drone Program that could become an elective semester class, and possibly count toward one of the required science classes. Eleven students have expressed an interest. It would cost \$8000.00 the first year and \$3100.00 yearly after that.
- 5) a. He attended Powerschool training to create new report cards, including a new Habits of Work report card.
b. He, Mrs. H. Bear, and Ms. Anderson are part of the Innovation Academy Team. The purpose of this is to walk schools through making shifts in educational mindsets and programs. At this time, they would like to focus on Personalized Learning concepts such as grading, student voice and choice, and social and emotional learning. This may get narrowed down as they work through the program
- 6) Upcoming Events:
 - a. November 12th-Quarterly catch up day
 - b. November 15th- Find out if we received a Monsanto Grant

c. November 23rd- Early Release for Professional Development. Secondary is going to focus on creating a modified "Strategic plan" looking at what students want, what staff want the school to be, and focus on a strategy map to accomplish goals.

Superintendent's Report: Mr. Waagen reported:

- 1) He attended the James Valley Career and Tech Center advisory board with updates provided by Mr. Heinert. Waiting to hear on a grant that will allow for expansion of the center. Toured the aviation training room.
- 2) The Stutsman County Spelling Bee will be on February 16, 2021 at St. John's Academy.
- 3) The elementary school leadership team and Mr. Hannasch have had two meetings with Cognia in the preparation of our accreditation review that will occur in February.
- 4) He has begun working on the state required learning loss report in regard to the use of the ESSER funds our school has been awarded. This is an annual report.
- 5) Mrs. Bear has started the Family Smart Lab night with three families participating the first night. Families are encouraged to come and work with their children with the various learning tools in the Smart Lab. Transportation can be made available if needed to assist families that would like to attend.
- 6) The elementary school had their monthly celebration on November 4 to recognize honor roll students, reading awards, and birthdays. Mrs. Lynch had the fifth and sixth grades perform a song in honor of Veterans' Day.
- 7) Sent an agreement form to NDSBA so we are able to have up to 10 hours of general legal counsel at a rate of \$195 per hour.
- 8) Need to begin considering the purchase of a new school bus as the delivery dates are approximately nine months out.
- 9) School board retreat date. After discussion, the board concurred the retreat would be held on January 8th.
- 10) Publication of the school board minutes. In the past, meeting minutes were posted online as "unapproved" prior to their approval at the next board meeting. After discussion, the board concurred that the minutes should be posted online as soon as possible after they are approved.
- 11) The teacher evaluation process has started.
- 12) PTO bingo is on November 19th.

NDSBA Convention: Mr. Roorda attended the NDSBA convention and shared information on the implications for school districts of medical marijuana, meeting procedures/Robert's Rules of Order, and the process for calling a special meeting,

Superintendent Request: Mr. Waagen has always had his health insurance through his wife's employer. Due to concerns about losing this coverage, he is requesting that the board adjust his contract to include a family plan if needed. This would be for approximately the last five or six months remaining on his current contract and cost the district approximately \$5000.00. After discussion, Harms made a motion, seconded by Froehlich, to approve Mr. Waagen's request for family plan coverage for the last five or six months of his current contract. The motion carried unanimously.

Budget Adjustments: Approval is requested to adjust the district budget to match the final federal grant allocations.

Harms made a motion, seconded by Valenta, to approve the following budget adjustments to be applied to both the revenue and expenditures:

	Original	Adjusted	Difference
Title Schoolwide 2021-22	\$74,629.00	75,607.00	\$978.00
ESSER II	178,273.00	179,305.00	1032.00
ESSER III	400,376.00	400,986.00	610.00
Small Rural	10,000.00	12422.02	2422.02
Total increase			\$5042.02

The motion carried unanimously.

Auditor: A letter dated October 27th, 2021 was received from the State Auditor’s Office stating the 2019-2020 audit they received from our independent auditor had been rejected by their office because the required paperwork they had requested of our auditor had not been submitted. Our auditor does multiple schools and municipalities and has multiple similar outstanding requests from the state. The 2020-2021 audit would not yet have been submitted. Ms. Maurer contacted several different auditing firms to request proposals to have the audits redone. The three that responded with proposals were: Eide Bailly: 19-20 \$18,900, 2020-21 \$14,500, 2021-22 \$15,200.00

Brady Martz: Between \$10,000-\$15,000 per each year. In phone conversation the representative said he expected it would be closer to \$15,000 for each of the first two years, and closer to \$10,000 for 21-22. Mitchell J. Merkel, CPA, P.C.: \$17,000 for both 19-20 and 20-21, \$9000 for 2021-22.

The bids, qualifications, and experience with school districts were discussed. Boom made a motion, seconded by Dally, to hire Brady Martz to do the audits for 19-20, 20-21, and 21-22 for the school district. The motion carried unanimously.

Elementary Lockers: With the increase in students in the elementary additional lockers would be useful. It would cost approximately \$5000 for ten more lockers. ESSER funds could likely be used for the purchase. Harms made a motion, seconded by Jensen, to purchase ten lockers for the elementary. The motion carried unanimously.

Math Teacher Position: Mr. Stutlien will be finishing his student teaching at Thanksgiving and would be able to serve as long-term substitute until he receives his teaching license, at which time he will be offered a contract as planned for the start of the second semester. Mrs. Miller’s contract is through the end of the first semester but she is willing/interested in resigning early and has submitted a letter of resignation. After discussion, Valenta made a motion, seconded by Froehlich, to accept Mrs. Miller’s resignation effective November 27th without penalty and to hire Mr. Stutlien as long-term substitute. The motion carried unanimously.

Superintendent Annual Report: Mr. Waagen handed out his annual report to the board. It will be discussed in detail at the board retreat.

Superintendent Evaluation: The superintendent evaluation was reviewed and discussed. Harms made a motion, seconded by Dally, to approve the evaluation. The motion carried unanimously.

Adjournment: The meeting adjourned at 7:20pm.

Tony Roorda, Board President

Amy Maurer, Business Manager

Approval Date