School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
October 12th, 2022

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

Also Present: Superintendent Mr. Phil Leitner, and Business Manager Amy Maurer. Via Zoom, Mr. Brian Opsahl, CPA, of Brady Martz & Associates, P.C.

Visitors: Tonya Kramer, and Zach Dally.

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

Agenda: Naze made a motion, seconded by Harms, to add the following to the agenda: Consent items: 1. Approve hire of Scott Lynch as part time paraprofessional 2. Approval of the September 14th public hearing minutes. The motion carried unanimously.

Auditor's presentation: Mr. Brian Opsahl presented information on the district's 2021-2022 fiscal audit.

Public Comments: Mr. Zach Dally asked that the board consider lowering the current requirement, as stated in the student handbook, for seniors to take 4 ½ credits per year.

Ms. Kramer asked if school day hours are defined in policy.

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

a) Approval of the bills and financial reports, as presented.
b) Approval of the minutes from the September 14th regular meeting and September 14th tax hearing meeting, as presented.
c) Approval of a non-tuition agreement for two elementary students out of the district.
d) Approval of personnel: Hire of Josh Boze as a substitute teacher and Scott Lynch as a part-time special education paraprofessional.
The motion carried unanimously.

Superintendent's Report: Mr. Leitner reported:

- Building and Grounds
    - There is water coming into the gym and we are trying to identify where the problem is originating from.
    - The bus garage project is scheduled to be completed in December.
    - We have the electrical completed in the science room and plumbing has completed 1st part of their work. We are only waiting on the 2nd part and the lab will be fully operational.
    - Scott's Electric is planning to complete the elementary electrical work over Christmas Vacation.

- Athletic
    - The final proposal for a 3-class basketball has been made public with EKM in the lowest division. Our basketball co-op will be sending a letter of support for the proposal.
- Transportation
    - Bus bids for the proposed 14 passenger bus have gone out and will be opened next month at a transportation committee meeting scheduled for 5:00 on November 9. The Board will decide at the November Board meeting held immediately following.
    - We have had 4 open enrollment inquiries that I have told we would likely not be able to provide transportation due to our buses running at capacity.
- Finance
    - The weighted factor for the per pupil payment calculation is increasing over a seven-year period of time. We are currently in year 2 of the plan. At our current enrollment the weighted factor would be adjusted in the following way:
        - Y1 - 1.400 **Y2 - 1.440** Y3 - 1.490 Y4 - 1.540 Y5 - 1.58 Y6 - 1.630 Y7 - 1.680
- General School Business
    - DPI has updated the Choice Ready Chart to include the following:
        - Foreign Language to the Post-Secondary Pathway
        - Fine Arts to the Workforce Ready Pathway
        - Two credits of JROTC or Civil Air Patrol to the Military Ready Pathway
    - The contract with the company managing our school's wireless network needed to be renewed and we are paying for it out of ESSER funds. The 5-year contract option provided the most cost savings and will have a total cost of $3,196.05.

PK-12 Principal Report: Mr. Leitner shared the following on Ms. Boom's behalf:

- Parent-teacher conferences saw 82% attendance in the elementary and 46% attendance in the high school.
- The grade 5-12 Fall Concert was well attended.
- The Martin Academy has started having Friday Fun afternoons from 3-3:30 with the goal of having fun and growing connections among different students and staff.
- Ms. Boom attended the principal bootcamp in Bismarck on September 28th where a variety of topics were addressed including positive school culture, teacher evaluations, and working with difficult students.
- Ms. Boom and 4 other teachers will be attending a Cognia Conference on October 13th and 14th.
- There will be a senior fundraiser on October 14th with a cake walk, pumpkin carving contest, and a meal.

2022-2023 Audit: Boom made a motion, seconded by Dally, to approve Brady Martz & Associates to complete the district's 2022-2023 audit. The motion carried unanimously.

Certified Substitutes for Non-certified Educational Positions: Due to the difficulty of finding substitutes Mr. Leitner proposes that substitutes holding teaching licenses be paid the substitute teacher rate for

subbing for non-certified educational positions such as paraprofessionals. Harms made a motion, seconded by Valenta, to approve paying those holding a valid teaching license the substitute teacher rate when substituting for non-certified educational positions effective beginning with the October 2022 payroll. The motion carried unanimously.

Building Fund Expenditure Budget: Due to recent improvements approved by the board, the building fund budget needs to be adjusted. Harms made a motion, seconded by Valenta, to approve increasing the building fund expenditure budget to $43,500.00. The motion carried unanimously.

Policies First Reading: The board did the first reading of the following policies:
Sexual Offenders on School Property: The policy helps to define and explain legal rights, restrictions and obligations of sexual offenders, parent sex offenders, nonparent sex offenders, and student offenders.

Criteria for Granting Parent Offenders Privileges to Enter School Property: This policy describes the criteria and relevant information that the Superintendent may use when determining if a parent offender shall be granted privileges to enter school property for any purpose beyond the rights afforded by state and federal law.

School Board Retreat: The board concurred that the retreat would be held on Saturday, January 14th, 2023, at the Gladstone Inn in Jamestown.

NDSBA Annual Convention: Brock Naze will attend the New Member Seminar and convention, and Scott Harms will attend the convention.

Superintendent evaluation forms will be sent out to the board next week.

Adjournment: The meeting adjourned at 7:35 pm.

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Tony Roorda, Board President	Amy Maurer, Business Manager	Approval Date