

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
Annual Meeting
July 19th, 2023

Board Members Present: Tony Roorda, Robert Froehlich, Kyle Throener, Brock Naze, Abram Valenta, Scott Harms, and *Wade Dally.

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

Call to Order: The meeting was called to order at 6:00pm.

New board member welcome: The board welcomed new member, Mr. Kyle Throener.

Board Election: The business manager called for nominations for board president. Valenta made a motion to nominate Tony Roorda. Roorda made a motion to nominate Harms. Valenta moved that the nominations cease. A roll call vote was taken: Valenta for Roorda, Harms for Roorda, Naze for Harms, Froehlich for Harms, Throener for Roorda, Roorda for Harms. Tied vote. The vote was retaken again by paper ballot resulting in a tied vote.

Naze made a motion that the elections for president and vice president cease until Board Member Dally arrives and that Mr. Roorda run the meeting until then. Harms seconded. Motion carried unanimously.

Agenda: Valenta made a motion, seconded by Harms, to add hot lunch prices to the agenda. The motion carried unanimously.

Reorganization of the board: Throener made a motion, seconded by Harms, to approve the following committee appointments:

Athletic Committee: Robert Froehlich, Brock Naze, and Wade Dally

Building and Grounds Committee: Wade Dally, Kyle Throener, and Robert Froehlich

Curriculum Committee: Brock Naze, Kyle Throener, and Scott Harms

Finance Committee: Scott Harms, Abram Valenta, and Tony Roorda.

Negotiations Committee Administration: Abram Valenta, Tony Roorda, and Scott Harms

Negotiations Committee Teachers: Abram Valenta, Tony Roorda, and Scott Harms

Policy Committee: Abram Valenta, Brock Naze, and Kyle Throener

Sick Bank Committee: Kyle Throener, and Robert Froehlich

Transportation Committee: Brock Naze, Robert Froehlich, and Wade Dally

The motion carried unanimously.

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

- a) July bills and financial reports
- b) Approval of minutes from the June 14, 2023 regular board meeting, as presented.
- c) Hire of the following activity advisors/coaches at the rate of pay specified in the teacher's negotiated agreement: R. Wright-Athletic Director, J. Williams-Student

Activity, S. Lynch-Drone Racing, T. Lee-Esports, K. Lynch-Music, R. Wright- Yearbook, T. Lee-Junior Class/Prom, J. Leggate-Student Council, R. Nelson-Archery, E. Fehr- Science Club.

- d) Hire for the following positions: H. Bear-Title Coordinator \$4500 annual, and J. Bear-Technology Coordinator \$10,000 annual.
- e) Increase wage for S. Peckham- vocational bus to \$21.85 per hour.
- f) Designate Unison as District Bank
- g) Review of pledged securities
- h) Review of bond coverage
- i) Approval of the 2022-2023 ND School District Financial report and report for publication.
- j) Appoint Business Manager – Amy Maurer
- k) Approval of the Jamestown Sun as the District’s Official Newspaper
- l) Approval of Policy Services Membership with NDSBA
- m) Approve Phil Leitner as authorized representative to James River Valley Special Education Unit and designated authority of Title I, Title IIA, Title IID, Title V, REAP, ESSER, ERATE, Small Rural School Achievement, Hot Lunch, Vocational, Asbestos, and ADA
- n) Approve Amy Maurer as designated authority of the district health and life insurance plans and cafeteria plan
- o) Approve Sara Wilson as Homeless Student Liaison and designated authority of the 504 program.
- p) Approval of disposal of old records as recommended by NDSBA guidance.
- q) Approval to continue with the Basic Blue 70 health insurance plan through NDPHIT as the district group health insurance.
- r) Approve reauthorization of the return to learning and continuity of services plan.

The motion carried unanimously.

*Dally arrived.

Superintendent’s Report: Supt. Leitner reported: 1) He and Mrs. Lynch will present on a gym sound system proposal at a future meeting. 2) Thank you to Prairie Waters out of VCSU who donated furniture to the school. 3) The new science room floor has been installed and about half of the new windows installed in the high school. 4) Repair is needed to fix a leak in the kitchen ceiling. 5) A curriculum committee meeting is scheduled for July 26th at 5:00pm. 6) Fall sports begin soon. Football practice starts 08/03, Volleyball 08/14, and Cross Country 08/14. 7) August 16th is the first day of school. A registration date will be publicized soon. 8) Due to a resignation over the summer, there is an opening for a special education paraprofessional.

Board Election: The board took another vote by paper ballot to elect a new board president with Harms receiving 5 votes and Roorda receiving 2 votes. Harms is elected as school board president. President Harms called for nominations for vice president. Roorda nominated Valenta. Froehlich nominated Dally. Roorda moved that nominations cease. A vote was taken with Valenta receiving the highest number of votes.

Publication of the Minutes: After discussion, the board concurred that the unofficial version of the minutes would be published in the newspaper as soon as practical with any approved corrections noted in the next meeting minutes.

2023-2024 Preliminary Budget: The proposed preliminary budget was reviewed and discussed. The budget includes an approximate increase to the total dollars levied of \$41,010. It includes general fund appropriations of \$2,178,946 and projected revenues of \$2,178,945. The building fund appropriations are \$35,000 and projected revenues of \$36,882, hot lunch fund appropriations of \$109,536 and projected revenues of \$106,270. The budget includes a local tax levy of approximately 70 mills general fund and 5 mills building fund. Valenta made a motion, seconded by Naze, to approve the preliminary budget as presented. The motion carried unanimously.

Schedule Public Tax Hearing: Valenta made a motion, seconded by Naze, to set the public hearing for the 2023-24 Montpelier School District budget for September 13, 2023 at 6:00 pm. The motion carried unanimously.

Staff Changes: Additions to the school counseling staff were discussed. Naze made a motion, seconded by Valenta, to approve hiring a four day per week school counselor to start in the 2nd semester. The motion carried unanimously.

Valenta made a motion, seconded by Naze, to approve hiring a temporary school counselor assistant for one day per week for the first semester of the at the rate of \$20 per hour. The motion carried unanimously.

Changing Mrs. Kjellberg's position from Academic Interventionist to Title I Teacher's Assistant was discussed. Roorda made a motion, seconded by Throener, to approve the hire of Mrs. T. Kjellberg as Title I Teacher's Assistant for \$29.66 per hour. The motion carried unanimously.

Policy Updates: The board did second readings, discussed, and motions were made to approve each of the following policies:

- 1) BCAA Agenda Format. Valenta moved to approve, Naze seconded. Motion carried unanimously.
- 2) BCBA Public Participation at Board Meetings. Roorda moved to approve. Throener seconded. The motion carried unanimously.
- 3) BCBA-BR Rules of Decorum at Board Meetings. Throener moved to approve. Valenta seconded. Motion carried unanimously.
- 4) BFB Board Staff Relations. Valenta moved to approve. Roorda seconded. Motion carried unanimously.
- 5) BFB Board Member Visits to Schools. Roorda moved to approve. Valenta seconded. Motion carried unanimously.
- 6) BGA Board Communication with Public. Roorda moved to approve. Dally seconded. Motion carried unanimously.
- 7) KACA Patron Complaints. Valenta moved to approve. Throener seconded. Motion carried unanimously.
- 8) KACB Complaints About Personnel, KACB-E1 Personnel Complaint Form, KACB-E2 Investigating Confidentiality Agreement, and KACB-E3 Responding to Personnel Complaints. Roorda moved to approve. Dally seconded. Motion carried unanimously.
- 9) Bereavement Leave. Throener moved to approve. Valenta seconded. Motion carried unanimously.
- 10) Leaves of Absence- amendment. Valenta made a motion to approve. Naze seconded. Motion carried unanimously.
- 11) Vacation Leave Support Staff-amendment. Valenta made a motion to approve. Throener seconded. Motion carried unanimously.

12) Support Staff Probation Period- amendment. Valenta made a motion to approve. Naze seconded. Motion carried unanimously.

13) Wellness Policy-amendment. Valenta made a motion to approve. Naze seconded. The motion carried unanimously.

Hot Lunch Prices: The superintendent shared a proposal to increase most hot lunch prices by 25 cents. After discussion, Roorda made a motion, seconded by Dally, to approve the increases as presented. The motion carried unanimously.

Other: Upcoming board training opportunities were discussed.

Adjournment: The meeting adjourned at 7:45pm.

Scott Harms, Board President

Amy Maurer, Business Manager

Approval Date