

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
Regular Meeting
November 8th, 2023

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

Also Present: Superintendent Mr. Phil Leitner, Principal Mrs. Sara Wilson, and Business Manager Mrs. Amy Maurer. Presenting via google meets, Brian Opsahl, CPA.

Visitors: Ms. Julie Williams, Ms. Amber McIntyre, Ms. Isabella McIntyre, Mr. S. Lynch, Mr. Shane Steele, Ms. Locklynn Steele, Ms. Jodean Nelson, and Ms. Miranda Witt.

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

Agenda: Valenta made a motion, seconded by Throener, to change the order of the agenda to move the school auditor's report to the top of the agenda to be followed by the public comments. The motion carried unanimously.

Auditor's Report: Brian Opsahl of Brady Martz and Associates reported on and answered questions related to their audit of the district's 2022-2023 fiscal year.

Public Comment: Ms. A. McIntyre spoke in objection to the procedures for visitors to the school. She spoke in objection to the proposed early graduation policy. Mr. S. Lynch spoke in favor of the proposed new visitor's policy.

Consent Agenda: Valenta made a motion, seconded by Froehlich, 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 17th, 2023 board meeting, as presented.
- c) Personnel: Approval of the hire of Mr. Scott Lynch as school counselor for 4 days per week beginning the second semester of the 2023-2024 school year. Approval of the payment of stipends for mentoring new teachers as follows: Full year (\$500) Mrs. Bear and Mrs. Schrader, ¼ year (\$125) Mrs. Williams, ¾ year (\$375) Ms. Kramer. Hire of Ms. McKenzie Knight as substitute teacher.

The motion carried unanimously.

Superintendent/HS Principal Report: Mr. Leitner updated the board. Recent Student Experiences: 1) National Guard speaker. 2) VCSU Education Tour 3) 9-12 Career Fair 4) 9th grade job shadow 5) Marine speaker 6) Music Events included NDSU Woodwind day, Fall Concert, UND Band Day, UJ Honor Band, Surround the State in Song, VCSU Ployhar Honor Band, and Northwest International. Upcoming Community Events: 1) PTO Bingo Nov. 17th 2) Christmas Concert Dec. 18th, with the 19th as a backup date.

PK-8th Principal's Report: Mrs. Wilson updated the board: There was a good turnout for the secondary fall music concert. The Oct. student assembly included student of the month and coloring contest winners. There was a Lego Day for grades 2-6. She and Mrs. Schrader attended Cognia training. She attended Title IX and 504 training.

Snow Removal Bids: Throener declared a conflict of interest because he is employed by one of the parties who submitted a bid. Three bids were received. Jon Marsolek: \$120 per hour, skid steer. Jeff DeBuck: \$250 per hour, skid steer, payloader or dump truck. Crop Innovations, LLC: \$75 per hour shoveling, \$80 per hour plow, \$100 per hour skid steer, \$160 per hour payloader, and \$95 per hour dump truck.

It was noted that Bill Anderson would be willing to help as needed in the past but only on an on-call basis for larger snow removal jobs.

Naze made a motion, seconded by Froehlich, to hire Crop Innovations, LLC to do the snow removal for the school. Motion carried unanimously. (Throener abstained.)

HIPAA Privacy Manual: NDPHIT, through whom the district offers health and other insurances, is requiring that each participating employer have a HIPAA Privacy Manual, Security Manual and risk analysis in place. The documents are specific only to the information handled in relation to NDPHIT. Proposed documents were reviewed and discussed. Naze made a motion, seconded by Throener, to approve the proposed HIPAA documents. The motion carried unanimously.

Policy Updates: The board did the second reading of the following policies:

- 1) GCBA-Grading Policy. Valenta made a motion, seconded by Naze, to approve to the updated grading policy. The motion carried unanimously.
- 2) Teacher grading policy- rescind. Throener made a motion, seconded by Naze, to rescind the teacher grading policy. The motion carried unanimously.
- 3) Tardiness Policy-rescind. Valenta made a motion, seconded by Naze, to rescind the tardiness policy. The motion carried unanimously.

The board concurred they would table the first readings of GDAA Early Graduation Policy, GDAA-E-Application for Early Graduation, and Graduation Requirements pending some modifications.

The board did the first reading of KAAA- Visitors in Schools Policy, and Public Relations Policy (rescind current policy).

School Board Retreat: Mr. Leitner will look into scheduling a Saturday in January for a meeting. Topics mentioned for discussion were enrollment trends, what committees are working on, and Cognia.

Superintendent Evaluation: The compiled superintendent evaluation was reviewed. Froehlich made a motion, seconded by Throener, to approve the evaluation. The motion carried unanimously.

Early Graduation Requests: Froehlich made a motion, seconded by Naze to approve going into executive session under legal authority NDCC 44-04-19.2 to discuss student records. The motion carried unanimously.

The board entered executive session at 7:10 pm.

The board returned to open meeting at 7:17pm.

After discussion, Valenta made a motion, seconded by Froehlich, to approve Miranda Witt pursuing early graduation. The motion carried unanimously.

After discussion, Naze made a motion, seconded by Throener, to approve Locklynn Steele pursuing early graduation. The motion carried unanimously.

Adjournment: The meeting adjourned at 7:30pm.

Scott Harms, Board President

Amy Maurer, Business Manager

Approval Date