McKenzie County School District No. 1 School Board
Minutes of Regular Board Meeting

Board Room, Watford City High School

Monday, July 20, 2015  5:30 pm

Members Present
Pam Ramage, President
Gary Bruins, Vice President
Heather Wisness
Nicole Johnsrud
Beth Veeder
Brent Arnegard

Members Absent
Pat Fitzgerald

Steven Holen, Superintendent
Becky Smith, Business Manager
Wyatt Voll, Attorney

Call Meeting to Order
President Ramage called to order the meeting of the McKenzie County School District No. 1 School regular board meeting at 5:30 p.m.

Agenda
Moved by Johnsrud, seconded by Wisness, to approve the agenda as amended.  Motion carried 5-0.

Correspondence
• Letter from DPI regarding SB 2048 which requires each school district to provide a minimum of eight hours of professional development on mental health issue to elementary, middle, and high school teachers and administrators. The letter also outlined the required suicide prevention training (SB 2209) which can be included in the required 8 hour training for SB 2048.
• Bruins arrived at 5:35 p.m.
• Letter receive from North Dakota Association of Oil and Gas Producing Counties (NDAOGPC) outlining the required dues for 2015-2016 and the upcoming annual meeting.  Moved by Arnegard, seconded by Veeder, to approve the payment of the 2015-2016 NDAOGPC dues in the amount of the $3,548.56.  Motion carried 6-0.

Board Actions
• Moved by Arnegard, seconded by Veeder, to approve the Regular Meeting Minutes of June 16, 2015, meeting as amended.  Motion carried 6-0.
• Moved by Arnegard, seconded by Johnsrud, to approve the Special Meeting Minutes of July 13, 2015, meeting as amended.  Motion carried 6-0.
• Moved by Johnsrud, seconded by Arnegard, to approve the Special Meeting Minutes of February 3, 2015, meeting as presented.  Motion carried 6-0.
• Supt. Holen reviewed financials fiscal year ending (fye) June 30, 2015, to date.  Discussion regarding hot lunch fund deficit, payment to Kraus-Anderson for payment of change orders (Cafeteria Expansion, Gymnasium bleachers, Meat Labs sink and cabling) and the transfer of city unit fees to Building Fund for future building costs.  Moved by Bruins, seconded by Johnsrud, to approve the transfer of $166,724.65 from the general fund to the food service fund to balance the deficit food service fund; approve payment to Kraus-Anderson in the amount of $870,866.00 for Invoices No. 4111 and 4112 (Change orders - Cafeteria Expansion, Gymnasium bleachers, Meat Labs sink and cabling); reassign and recode the $783,403.00 in Unit Fees from the General Fund to the Building Fund.  Motion carried 6-0.
• Moved by Veeder, seconded by Wisness, to approve the Financial Reports of June, 2015.  Motion carried 6-0.
• Moved by Bruins, seconded by Johnsrud, to approve the District Bills as presented.  Motion carried 6-0.
• Moved by Johnsrud, seconded by Wisness, to approve the Activity Bills as presented.  
  Motion carried 6-0.

Pledge of Assets
• Moved by Johnsrud, seconded by Arnegard, to approve the Pledge of Assets for the period ending June 30, 2015.  Motion carried 6-0.

Recognition Activities
• Supt. Holen shared with the Board the NDAOGPC power point shared with local counties/cities regarding the GPT Formula changes this past sessions and projections for the upcoming biennium.  Supt. Holen discussed potential impact on MCPSD#1.

Old Business
• Faith Oakland, Curriculum Development Director and Brandi Ficara presented to the board on the School Improvement committee’s process, initiatives and planning for continual school improvement discussing the school district strengths, weaknesses and using data to support the required actions for improvement.
• Calina Krogen, Chair of the Elementary Safe and Civil Schools Committee, and Alex Veeder reported on the Safe & Civil School & Champs programs currently being used in the district.  Ms. Krogen and Ms. Veeder reported on the behavioral support and training as well as the success of the programs dealing with overall school environment and the Champs Program regarding classroom behavior.

Recess:  7:21 p.m. – 7:35 p.m.

• Supt. Holen updated the board on the summer building projects progress and timelines.  Projects undertaken this summer included high school carpet/tile replacement, high school lockers replacement, miscellaneous concrete repair/replacement, elementary wall board/tiles replacement (under warranty with ICON- elementary project), park board in-line rink project on elementary property, HVAC repairs at high school.
• Supt. Holen discussed an update on professional contracts returned, remaining open position and an overall staffing update.  Supt. Holen reported on the current open positions of Business Education, Special Education, District Librarian, and Elementary (Grade 4).  Moved by Veeder, seconded by Johnsrud, to approve offering a contract to Dawn Mason (BA+24, Step 17) @ $60,915.  Motion carried 6-0.

• Supt. Holen reported that he has received a letter of resignation from Kristi Raap from the position of District Librarian.  Moved by Johnsrud, seconded by Arnegard, to approve the resignation and request of removal from contract from Kristi Raap.  Motion carried 6-0.

• Supt. Holen shared a proposal from Principal Vanderpan regarding the addition of a half time (.5) technology position as well as Extra-Curricular contract offers Activity Cranston has requested.  Supt. Holen presented Custodian staffing considerations by Mr. Segneri.  Moved by Bruins, seconded by Johnsrud, to advertise for (0.5 FTE) high school technology position, the approval to offer Marti Quale an agreement as C Squad Volleyball Coach – Col 4, Step 0 ($2,616.00), and the approval to offer a work agreements to Marvelous Strand (FT Custodian) and Maribeth Stover (change in status from Substitute Custodian to FT Custodian).  Motion carried 6-0.

• Supt. Holen then provided an overview of teacher contracts and extra curricular contracts

• Supt. Holen discussed the Student Resource Officer (SRO) position noting that as of this date, there is no school resource office services for the district.  A replacement for Officer Pavek has not yet been provided by the WC police department.  Supt. Holen will keep in contact with Chief Walgren as the school district believes it is imperative to have this position filled to start the 2015-2016 school year.
• Supt. Holen discussed utilization of the RSP Study Data on an annual basis to better gauge enrollment numbers and long range planning.  Moved by Veeder, seconded by Bruins, to approve entering into a contract with RSP & Associates for demographic study services.  Motion carried 6-0.

• Supt. Holen presented an updated athletic training contract from Sanford Health with requested changes (previously approved) and reported that the trainer provided by Sanford Health will be Leah Washington to begin the 2015-2016 athletic seasons.
• Sup't Holen received an easement request from Reservation Telephone Cooperative for property tied to the former Blue Buttes school district currently owned by MCPSD#1.  Attorney Voll reviewed and provided input regarding recommendation that RTC make appropriate changes to easement request as per previous request requirements.
Policy Review

- Review of the Policy Pondering for June, 2015, issue dealing with Student Data Privacy. Moved by Bruins, seconded by Johnsrud, to approve First Reading of Policy Student Data Privacy. Motion carried 6-0.
- Supt. Holen provided a draft policy regarding Administrative Leave policy allowing the Superintendent to place ancillary staff on leave without board approval. Moved by Wisness, seconded by Arnegard, to approve the First Reading of the Administrative Leave policy. Motion carried 6-0.
- Supt. Holen provided a draft copy of Suspension & Expulsion policy as amended with revision to current policy regarding timing allowed to appeal suspension/expulsion. Moved by Johnsrud, seconded by Arnegard to approve the First Reading of the Suspension & Expulsion policy as amended. Motion carried 6-0.
- Supt. Holen presented the policy regarding Professional Staff Hiring and asked for discussion regarding the process section. Moved by Bruins, seconded by Wisness, to approve the First Reading of the Professional Staff Hiring policy with amendment to delete the process section. Motion carried 6-0.
- Supt. Holen presented the Student Use of Election Devices policy (FHCO). Moved by Johnsrud, seconded by Bruins, to approve the First Reading of the Student Use of Electronic Devices policy as amended. Motion carried 6-0.
- Supt. Holen asked for discussion regarding policy regarding termination of ancillary staff. Moved by Johnsrud, seconded by Veeder, to approve First Reading of Termination of Ancillary Staff policy amended to authorization Superintendent to terminate ancillary staff without prior board approval. Motion carried 6-0.
- Supt. Holen discussed contracted staff liquidation damages for staff requesting release from contract. Attorney Voll provided input. A policy was presented. Moved by Johnsrud, seconded by Arnegard, to approve the First Reading of the Staff Resignation and Release from Contract policy. Motion carried 6-0.

Administrative Reports

Superintendent:
- Enrollment Update (Kindergarten pre-registration; elementary enrollment to date – 685)
- Custodial Handbook
- McKinney-Vento grant application
- JPA discussion with city and park board
- CORS Host agreement (WCHS GPS system). Attorney Voll provided discussion regarding confidentiality, liability, indemnification clause and annual usage fee. Attorney Voll recommends revision to agreement prior to entering into agreement...
- Litigation involving IC, Navistar, Harlows bus (Bus fire)
- High School generator replacement
- RFQ Elementary project update
- GPT update (June, 2015)
- Perform –X (New High School weight room proposal) August 10th
- New High School FFE update – Bidding process, furniture fair and timelines.
- Transportation rental fee structure/agreement
- Transportation facility – Options, locations, potential funding.
- 501c3 discussion
- Coach and Advisor Handbook. Moved by Johnsrud, seconded by Bruins, to approve the 2015-2016 Coaches/Advisors Handbook. Motion carried 6-0.

Watford City Elementary School Principal
- Principal Foss not present

Watford City High School Asst. Principal/Principal
- Mr. Cranston not present
- Mr. Vanderpan not present
No committees have met since previous meeting.

Next Meeting Dates:
- FFE Committee will meet Wednesday, July 22\textsuperscript{nd}, 2015 @ 1:00 p.m.
- Transportation Committee will be held Monday, August 10, 2015 @ 5:00 p.m.
- The next regular board meeting will be held Monday, August 10, 2015 @ 6:00 p.m.

Adjourn Meeting
Hearing no further business to come before the school board, President Ramage disbanded the 2014-2015 Board of Education of McKenzie County Public School District #1 at 9:01 p.m.

\underline{Pam Ramage, Board President} \hspace{1cm} \underline{Becky Smith, Business Manager}