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

February, 13th, 2019

Call Meeting to Order
President Ramage called to order the McKenzie County School District No. 1 School Board regular meeting at 6:04 p.m.

Agenda
Supt. Holen recommended moving the principal reports to Old Business 7a to accommodate the audience that was awaiting the discussion to be held by Mr. Green, Activities Director.

Moved by Sanford, seconded by Pennington, to approve the Agenda as amended. Motion carried 6-0.

Correspondence
Letter from DPI regarding the McKinney Vento Grant reallocation approved for the 2018-2019 school year. An additional $3,859.41 will be received in addition to the original $20,000 grant allocation to the MCPSD #1. The funds will be utilized for supplies needed to help support the McKinney Vento student population as well as the summer school program.

Board Actions
Minutes of the January 14th, 2019 regular school board meeting were presented. Motion by Ceynar, Second by Wisness. Motion carried 6-0.

Minutes of the January 31st, 2019 special board meeting were presented. Motion by Sanford, Second by Meuchel. Motion carried 6-0.

Minutes of the February 4th, 2019 special board meeting were presented. Motion by Sanford, Second by Ceynar. Motion carried 6-0.

Moved by Wisness, seconded by Pennington, to approve the Financial Reports of January, 2019, as presented. Motion carried 6-0.

Moved by Pennington, seconded by Meuchel, to approve the District Bills as presented. Motion carried 6-0.

Moved by Ceynar, seconded by Sanford, to approve the Activity Bills as presented. Motion carried 6-0.

Recognition
None

Old Business
Administrative Reports: (Moved ahead in the meeting)

Dawn Maki entered the meeting @ 6:20 p.m.

Activities Director: Mr. Green presented a request to start a GSA club as part of WCHS and how it applies with school district policy related to school clubs. It was recommended the GSA club be placed in Tier 2 of the school district policy which provides space for the club to meet and a voluntary advisor of the club. Mr. Green reported on stats regarding incidences related to the GSA students and higher risk of suicide and being a subject of detrimental behavior as part of their educational process. The club would be offered space and the ability to advertise the group within the building of its meetings; with no cost associated with the club to the school district. The club will be recognized for grades 7-12.
students and Mr. Green stated his recommendation the Board follow the stated policy and allow the group to be added as a student led group. The club focus is to provide support for students and provide opportunities for them to share their feelings in a structured and protected format. The building principals were present and stated their approval of the addition of this student led club. Moved by Sanford, Second by Meuchel, Motion carried 7-0.

Mr. Green also shared initial thoughts on long-range planning for the addition of new extra-curricular activities and potential new activities to be considered over the next 3-5 years.

**High School Principal:** Mr. Cranston reported on potential changes to the high school schedule for 2019-2020 which includes period 0 classes to free up space and to allow expanded curriculum offerings. Mr. Cranston also presented ideas regarding incentives for test scores that involve achievement on the ACT or NDSA and potential days offered for students based on the performance on specified assessments. Moved by Sanford, Second by Wisness to approve the high school initiating a pilot program at WCHS involving test scores and incentive days as presented by Principal Cranston. Motion carried 7-0.

Mr. Cranston also discussed possible additions to high school staff and a new curriculum area which involves mass media and broadcast classes as an extension of the current IT curriculum.

**Middle School Principal:** Mr. Vanderpan reported on recent academic assessments at the middle school level and impacts of the current MTSS curriculum and structure on progress monitoring assessments currently utilized by the middle school. Mr. Vanderpan reported on growth factors found with recent assessments and potential results of the current MTSS classes implemented in 2018-2019.

Mr. Vanderpan also reported on the T-4 initiative that will be hosted March 21st at the Rough Rider Center – MCPSD #1 is the first school district in North Dakota to host such an event.

**Intermediate School Principal:** Mr. Foss reported on the teacher mentoring process in his building and the success he has witnessed in his building with the new structure. Mr. Foss also reported thoughts on potential new programs regarding social emotional staffing and curriculum needs at the elementary level that could guide planning for the new elementary school. Mr. Foss also addressed needs at the academic level involving intervention programs and vision moving forward with these programs at the K-5 level with two elementary schools.

**Elementary School Principal:** Ms. Stansfield reported on the status of the elementary parent pick-up and drop-off task force formed to help address and identify improvements regarding the current process and to help guide future protocol for the future elementary school building and site. The task force is discussing smaller scale changes in terms or processes as well as larger scale changes involving the location of the bus parking/drop-off and transitioning the parent pick-up/drop-off area to the east parking lot of the elementary school. The task force will continue its work and eventually bring forth proposals for Board consideration if major changes are recommended with the current process.

Ms. Stansfield reported on the status of kindergarten enrollment as well as the Gearing Up for Kindergarten program. Ms. Stansfield also briefly discussed elementary academic progress in regards to assessments and the Wolves Innovation Team meeting progression.

**Superintendent report:** Mr. Holen provided updates to the Board in the following areas:

1. Enrollment update
2. Wolf Run housing update
3. Weather and make-up days
4. AAA Traffic Safety grant application
5. Frontline software discussion
6. Teachers on call – substitute teacher program discussion
7. Grant proposal with Arts Council
8. January 21st professional development and observations – data provided to the Board for review.
9. Preschool expansion by the city and Wolf Pup – information only.
10. North Dakota Community Foundation discussion of accounts and possible additions

**Elementary Building**
Mr. Holen updated the Board on the elementary school project. The school district is moving forward with the NDSC study and evaluation with the elementary school project in regards to security and input on the elementary school. An upcoming meeting will be scheduled in terms of security with our local police department and in conjunction with our crisis plan. Other updates included the school construction loan process, planning for grade configuration and potential boundary issues. Meetings are forthcoming with elementary naming and mascot selection and will be scheduled for later this spring.

**Legislative Update:**
Mr. Holen provided an update on the legislative process and bills that are being tracked at this time. Crossover is forthcoming and updates will be provided as bills progress. Bills related to school finance and energy funding changes are of the most concern and watched closely. More updates will be provided periodically and at the March meeting pending changes.
New Business:
Personnel Report:
Mr. Holen provided an update to the Board on the resignation of Ms. Favorite from her high school ELA teaching position. Ms. Favorite was approved from removal from contract; however, the Board had previously decided to enact the liquidated damages policy. Mr. Holen shared medical documentation provided by Ms. Favorite with the Board along with a recommendation from Mr. Voll to remove the liquidated damages due to medical reasons and inability to complete her contract. Moved by Wisness, Second by Ceynar to remove liquidated damages for Ms. Favorite as per recommendation. Motion carried 7-0.
Ms. Tillie Haugen submitted her resignation effective the 2019-2020 school year from her current special education teaching position. Moved by Maki, Second by Meuchel to approve the resignation. Motion carried 7-0.
Mr. Holen provided the Board with an update on current staffing and recent teacher contract offers. Mr. Holen brought forth for approval the following teacher contracts for 2019-2020:
1. Tiffany Olson – elementary classroom teacher,
2. Crystal Wendelndt – elementary classroom teacher,
3. Dana Brickner – elementary teacher.
Moved by Pennington, Second by Maki to approve the contracts as presented. Motion carried 7-0.
New positions were presented to the Board for consideration regarding 2019-2020. Mr. Holen presented a list of 22.0 FTEs of new positions related to student growth and expanding administrative and resource positions. The Board will need to ratify all positions upon future presentations for approval – the Board approved the school district advertising the positions as presented at this time. The budgeted cost of the proposals using an average potential cost is approximately $2 million dollars total budgeted cost. Several of the positions are based on enrollment increase and additional sections based on the enrollment projections; however, a substantial portion of the new positions are also of support resources that includes social workers, school nurse, assistant principals, school resource officer, and classroom interventionists.
Motion to advertise the positions as presented by Supt. Holen by Meuchel, Second by Ceynar. Motion passes 7-0.
The ancillary salary schedule is being reviewed for revisions and possible changes.
Seven interviews were held for the business manager position and the interview committee has identified applicants for a second interview. The business coordinator position is being considered at the same time as the business manager position and may be offered at the same time or shortly after the business manager position. The district secretary position will be considered after the business manager and coordinator positions are filled. Ms. Smith and Ms. Sahli are covering in the interim and outside school hours. Julie Johnson is serving as a substitute in the office during the interim as well. Supt. Holen also presented on the recruitment process for teachers and the job fairs attended and planned to this point. The school district is still seeking applicants for the high-need aide positions that remain open at this time.
School Calendar:
The school calendar committee prepared two 2019-2020 school calendars for school board consideration. The first version is a traditional calendar and similar to the 2018-2019 school calendar. The second version is a calendar that attempts to create a modified “spring break” rather than separating the days in the spring for multiple three-day weekends. Mr. Cranston reported on the outcome of a survey provided to teaching staff regarding the two versions of the school calendar. 81 teachers responded to the survey and 58% of the respondents voted for the traditional scheduled (Version A).
Supt. Holen also reported on HB 1346 and the possibility for greater calendar flexibility if the bill eventually passes the legislature; which would be enacted to affect the 2019-2020 calendar. Motion to approve the school calendar that is similar to the 2018-2019 school calendar and received the most votes in the survey and the recommendation of the school calendar committee – made by Wisness, Second by Sanford. Motion carries 7-0.
Negotiations recognition:
Supt. Holen shared with the Board the petition of recognition by the WCEA and signatures to verify the representation of a majority of the certified staff. Motion to recognize the WCEA as the official representation of the teaching staff for the purpose of negotiations for the 2019-2020 and potentially the 2020-2021 school years – by Meuchel, Second by Sanford. Motion carries 7-0.
Superintendent Evaluation:
The summative superintendent evaluation form was provided to Board members for their participation. The form is recommended to be completed and returned by February 28th to allow for tabulation and summary and eventual approval at the March regular school board meeting. Board members are provided electronic copies and allowed to submit their responses electronically or as a hard copy.
Committee Meetings/Reports:
School Improvement committee (Wolves Innovation Team):
Report provided by the board members in attendance at the January 23rd district-level meeting. Each individual building provided a thorough report regarding their goals and academic reporting at this meeting. Ms. Ramage recommended better communication regarding building level meetings to allow for increased board member attendance at the building level. A format to communicate the building level meetings will be considered and communicated to the building principals. Minutes of the local level meetings are provided and available for reference.
Budget & Finance Committee:
Budget & Finance Committee met on February 13th at 5:00 p.m. with discussion regarding:
  o Budget planning for 2019-2020
  o Legislative update and impact on next year’s budget
  o Impact of additional proposed professional staffing on the 2019-2020 budget
  o Mill levies, taxable valuations, and long range budget and finance objectives
  o Maintenance costs of an additional elementary school building

Upcoming Committee Meeting Dates:
  Curriculum Committee – TBD (Handbooks and new programming)
  Transportation Committee – February 21st @ 11:00 AM
  Negotiations Committee – TBD
  Planning Committee – TBD
  Buildings and Grounds Committee - TBD
  Policy Committee – TBD

Next Meeting Dates:
The next regular board meeting will be held Monday, March 11th, 2019 @ 6:00 P.M.

Adjourn Meeting
Hearing no further business to come before the school board, President Ramage adjourned the meeting at 8:12 p.m.

____________________________________    ______________________________________
Pam Ramage, Board President                Becky Smith, Business Manager