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

Board Room, Watford City High School  Monday, February 8, 2016  6:00 pm

Members Present
Pam Ramage, President
Pat Fitzgerald
Beth Veeder
Brent Arnegard
Heather Wisness
Nicole Johnsrud
Steven Holen, Superintendent
Becky Smith, Business Manager
Wyatt Voll, Attorney

Members Absent
Gary Bruins, Vice President

Call Meeting to Order
President Ramage called to order the meeting of the McKenzie County School District No. 1 regular board meeting at 6:00 p.m.

Agenda
Moved by Johnsrud, seconded by Arnegard, to approve the agenda as amended to move guests forward on agenda. Motion carried 4-0.

Heather Wisness arrived at 6:11 p.m.

Correspondence
- Letter from Supt. Baesler regarding the impact of the 4.05% state budget cut on funding. Supt. Baesler reports there will be no direct impact on State Foundation Aide funding with the recent budget cuts due to the transfer of funds from the Foundation Aide Stabilization Fund. Budget cuts will impact the state CTE budget and reimbursements back to school districts for CTE teachers and programs; likely to include a reduction of 1-2% of the current reimbursement rates for CTE program.
- Letters received from Electrical Consultants, Inc. (ECI) regarding two new proposed substations located at Paten Gate and Kummer Ridge and a new overhead transmission line covering approximately 0.25 miles of private land toward the Oasis Wild Basin Plant.

Board Actions
- Moved by Johnsrud, seconded by Fitzgerald, to approve the Regular Meeting Minutes of January 11, 2016, as presented. Motion carried 5-0.
- Moved by Fitzgerald, seconded by Johnsrud, to approve the Special Meeting Minutes of February 3, 2016, as presented. Motion carried 5-0.
  Beth Veeder arrived at 6:13 p.m.
- Moved by Arnegard, seconded by Johnsrud, to approve the Financial Reports of January, 2016. Motion carried 6-0.
- Moved by Fitzgerald, seconded by Johnsrud, to approve the District Bills as presented. Motion carried 6-0.
- Moved by Johnsrud, seconded by Arnegard, to approve the Activity Bills as presented. Motion carried 6-0.
- Moved by Johnsrud, seconded by Arnegard, to approve the Pledge of Assets for period ending December 31, 2015. Motion carried 6-0.
Recognition Activities
Supt. Holen recognized the building principals, managers, teachers and ancillary staff (custodial staff) for the extra effort shown during this transition period to three buildings. The extra time and patience with this moving process has been greatly appreciated and has helped make this transition in the middle of the school year a success. Thank you to the entire MCPSD#1 staff for their dedication and cooperation during this challenging and exciting time of opening a new high school building.

New Business - Guests
- Robin Arndt, Watford City Park District, presented a Grounds Maintenance Agreement for the upcoming year beginning July 1, 2016, and discussed the proposed coverage and services to be provided with the addition of the new high school property. Moved by Fitzgerald, seconded by Johnsrud, to approve the Grounds Maintenance Agreement 2016 in the amount of $30,000. Motion carried 6-0.
- Brad Harvey, Kraus-Anderson, discussed the high school project status and items on Change Order 7. Moved by Veeder, seconded by Arnegard, to approve Change Order 7 in the amount of $142,390. Motion carried 6-0.
  - Supt. Holen discussed the move-in schedule and the timeline in place for the transition. The Gymnasium bleachers and scoreboards will be installed starting Feb 8th.
  - Supt Holen outlined the Open House program and presented a copy of the magnet design to be given at the Open House. JLG is currently preparing the program design which will be ready for the Open House. Supt. Holen discussed the Dedication Ceremony which begins at noon on Feb 15th; the ribbon cutting, student assistance with tours, guests invited. The Grille area will be utilized for refreshments and The Wolves Den Store will also be open.
- An Instant Alert will be sent out announcing the Open House as well as announcing the Open House scheduled for the Intermediate School.

Old Business
- Supt. Holen discussed the equipment from GTI Global for the VoAg Department. A revised equipment list for the design center, recommended by Mr. Johnsrud, was presented and reviewed. Moved by Johnsrud, seconded by Wisness, to approve Option 1 of the GTI Bid in the amount of $44,370.00. Motion carried 6-0.
- Supt. Holen provided an update on employee housing and discussed the housing list with the transition to the Wolf Run II Units. Supt. Holen discussed the school district’s obligation for the 12 units “purchased” with Impact Grant funding in 2014 (approx., $460,000) as per discussion at the last Wolf Run Board meeting. The school district is moving forward with its plan for the mobile homes to be removed by June 30th, 2016. Supt. Holen reported he has had several inquiries regarding the sale of the mobile home units. Discussion followed regarding timeline for removal of the mobile home units and plan for sale of the mobile home.
- Supt. Holen discussed the Intermediate School Open House scheduled for Tues, Feb. 9th. Additional discussion was had regarding floor plan/classroom layouts, bussing and possible future renovation of the Intermediate School building.
- Supt. Holen discussed the North Dakota Community Foundation (NDCF) case statement and vision statement, donations and recognition to donors. Supt. Holen opened discussion and requested the board vision for community involvement as we look to the future.

New Business
- Supt. Holen provided a staffing update; reporting on replacement positions currently being recruited. Professional contracts will be issued March 1, 2016. Due date for return of contracts is March 14, 2016. Staff not returning their contract by March 14th will be considered to have resigned their position. Following the March 14th due date, the district will have a better idea of staffing needs. We will continue to monitor enrollment and the oil industry dynamics in regard to staffing for the 2016-2017 school year. Discussion was had concerning curriculum and school improvement goals for 2016-2017.
• Discussion was had regarding the Interventionist position to accommodate the transition and division of the elementary school. Principal Foss provided input discussing student numbers and value of having an additional Interventionist. Mr. Foss made the recommendation to reassign Dorea Tomlinson to the Interventionist position for remainder of 2015-2016 school year. Discussion was had in reference to staff placement and impact to future staffing assignments. Board direction to reassign Dorea Tomlinson to the Interventionist position and to approach Chandra Nitz, Substitute Teacher, to teach the sixth grade class currently being taught by Tomlinson. Ms. Nitz would complete the school year in a long term substitute capacity.

• Principal Stansfield presented on the position of Health Aide making the recommendation to hire Amber Olson, LPN, in the position. Moved by Wisness, seconded by Arnegard, to hire Amber Olson as Health Aide; $16.00 per hour.

• Supt. Holen reported that he had received a letter from Brandi Ficara, requesting to be released from her contract, at the end of her Leave of Absence March 4, 2016. Discussion followed regarding the details of Ms. Ficara’s request as well as the application of the Liquidated Damages Policy. Moved by Wisness, seconded by Fitzgerald, to approve Release of Contract to Brandi Ficara effective March 4, 2016, with liquidated damages being assessed at 10% contract amount based on date of request. Pres. Ramage called for further discussion. Pres. Ramage called for any other Motions – heard none. Pres. Ramage called for any other Motions – heard none. Pres. Ramage called a third time for any other Motions. Hearing none, a roll call vote was taken with all members present voting yes; Bruins absent. Motion carried 6-0.

• Supt. Holen presented an informational draft copy of the Joint Power Agreement (JPA), between City of Watford City, McKenzie County Public School Dist. No. 1, and Watford City Park District in reference to the Watford City Event Center. Attorney Voll provided input regarding concept for use of the property as well as revisions being considered.

• Supt. Holen presented an Open Enrollment request from Shelly Ackerman for Matthew Ackerman, Grade 11 (Mandaree School District). Moved by Fitzgerald, seconded by Wisness, to accept the Tuition Agreement with Mandaree School District for the remainder of the 2015-2016 school year. Motion carried 6-0. Moved by Fitzgerald, seconded by Veeder to approve the Open Enrollment application for Matthew Ackerman for the 2016-2017 school year. Motion carried 6-0.

• Supt. Holen presented a draft copy of the 2016-2017 school calendar provided by the Professional Development Committee from their February 1st meeting. Committee consideration given to change “early out” professional development days. Discussion followed.

• A copy of the 2nd Superintendent Formative Evaluation was provided for board member completion. Evaluation forms should be returned to the district by February 29th.

Policy Review
• Supt. Holen discussed Policy Ponderings issue, January, 2016, regarding requests to view North Dakota State Assessments. Supt. Holen discussed the topic and any relevance to issues related to MCPSD#1.

• Supt. Holen reviewed the first draft reading of English Language Learner (ELL) policy as drafted by the ELL department. The ELL Policy is tabled at current time to allow for input from ELL Department.

• Staff Code of Conduct Policy – Tabled at current time; will be brought to future meeting.

Administrative Reports
Superintendent:
1. Enrollment Update.
2. Portable Classroom Removal – beginning Feb 22nd
3. Brosz Engineering – original bypass construction project revisit
4. Digital signage – Existing buildings
5. Food Service Update – debt analysis. Discussed process for writing off debt; creations of policy regarding debt; i.e., alternative meal, maximum account balance, etc.
6. School election – Redistricting and open board member seats
7. Litigation Update regarding burned bus
8. Expulsion – Student expelled 2 weeks ago for remainder of school year due to illegal substance

Watford City Elementary School
Mrs. Stansfield:
- School start time will be changed to 8:30 a.m.
- First weekend is planned for the first weekend in March – family fun night showcasing Dr. Seuss & reading
- Classroom layout
- Enrollment update

Mr. Foss:
- Discussed Intermediate School Open House scheduled Tues, Feb 9th from 6:30 – 7:30
- Discussed Transition and school tours
- School Arrival/Dismissal schedule.

Watford City High School
- College tuition – Williston State College; no cost
- Smarter Balance Testing status
- FAFSA training and assistance
- Student Council students – assisting with tours at new high school

Committee Reports & Meetings
- No Committee Meeting Reports
- Elementary Planning Committee – To be scheduled
- Planning Committee – March 1st @ 4:00 p.m.- WCES (Redistricting plan discussion)
- Budget and Finance (March meeting)

Next Meeting Dates:
- The next regular board meeting will be held Monday, March 14, 2016 @ 6:00 p.m.

Adjourn Meeting
Hearing no further business to come before the school board, President Ramage adjourned the meeting at 9:04 p.m.

________________________
Pam Ramage, Board President

________________________
Becky Smith, Business Manager