

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

Monday July 18, 2022

7:20 p.m.

Members Present	Members Absent
Heather Wisness, <i>President</i>	
Virginia Ceynar	
	Dawn Maki
Dia Northrop	
Jake Pennington	
Alex Quale	
Lisa Samuelson	
Steven Holen, <i>Superintendent</i>	
Brant Hebert, <i>Business Manager</i>	
Wyatt Voll, <i>Attorney</i>	

I - Call Meeting to Order

Business Manager Hebert, Acting Chairperson, called the annual meeting of the Board of Education of McKenzie County School Board District No. 1 to order at 7:33 p.m.

II - Recognition of the 2021-2022 school board members

1. Disclaimer
2. Mission and Vision

III - Reorganization of School Board

1. Business Manager Hebert called for nominations for Board President. Ceynar, nominated Wisness, for Board President. Hebert called for any other nominations, heard none. Secondly, Hebert called for any other nominations, heard none. Thirdly, Hebert called a third and final time for any other nomination, heard none. A vote was taken for as President: Yes – 6, No – 0.
2. President moved into the chair position and called for nominations for Board Vice President. Ceynar, nominated Pennington, for Vice President. President called for any other nominations, heard none. President called for nominations, heard none. President called for nominations a third and final time, heard none. Motioned by Quale, seconded by Northrop, to cease nominations and cast a unanimous ballot. A vote was taken for as Vice President. Yes – 6, No – 0.
3. **Board Member Salaries**
Board Members acknowledged meals and mileage reimbursement as per NDCC for and reimbursement for 2022 – 2023 as follows:
 - \$175 per regular, special, and negotiations meetings
 - \$175 per day for out of town meetings in which the board member represents the school board
 - \$100 per committee meeting.Motioned by Pennington, seconded by Ceynar, to approve the board member salaries as presented. Motion carried 6 – 0.
4. **Appoint School Board Committees** - Committees for the 2022 – 2023 school year are as follows:
 - Transportation: Ceynar, Northrop, Pennington, Director of Transportation and Superintendent
 - Buildings & Grounds: Maki, Pennington, Quale and Superintendent
 - Budget & Finance: Quale, Pennington, Northrop and Superintendent
 - Planning: Maki, Samuelson, and Wisness
 - Curriculum: Ceynar, Samuelson, Wisness, School Principals, and Superintendent
 - Negotiation: Northrop, Pennington, Wisness, and Superintendent
 - Policy Committee: Ceynar, Quale, and NorthropBoard Representatives on School Committees:
 - Wellness: Ceynar, Samuelson, and Wisness
 - Technology: Quale, Samuelson, and Maki
 - CTE: WisnessMotioned by Ceynar, seconded by Northrop, to approve the committees as presented. Motion carried 6 – 0.

President Wisness authorized substitute committee members voting authority when serving in place of stated committee member.

IV - Designate Authorized Representative for Federal Programs

Motioned by Pennington, seconded by Ceynar, to appoint Supt. Holen as authorized representative for the Title I, Title II, Title III, Title IV, Title V, Vocational Education, Great Western Education Cooperative, Corps of Discovery High-Tech Consortium, ND PHIT, all other federally funded programs and to appoint Brant Hebert as authorized representative for Consolidated Literacy State Development Grant and financial management in WebGrants for the 2022 -2023 school year. Motion carried 6 – 0.

V - Designate Authorized Representative for Wilmac Program

Motioned by Northrop, seconded by Quale, to appoint Supt. Holen as authorized representative for the Wil-Mac program for the 2022 – 2023 school year. Motion carried 6 – 0.

VI - Approve Meeting Agenda

Motioned by Samuelson, seconded by Pennington, to accept the basic consent agenda with date revisions (second Monday of the month), and administrator reports before old business and meeting times for the 2022-2023 school year as presented with the March meeting 3/6/2023 and April meeting 4/17/2023. Motion carried 6 – 0.

VII - Designate Official Newspaper

Motioned by Ceynar, seconded by Northrop, to acknowledge the McKenzie County Farmer as the official newspaper for the 2021 - 2022 school year. Motion carried 6 – 0.

VIII - Designate Legal Counsel

Motioned by Pennington, second by Ceynar, to appoint the McKennett Forsberg & Voll Law Firm, represented by Wyatt Voll, as the district's legal counsel for 2022 – 2023 at a rate of \$270/hour. Motion carried 6 – 0.

IX - Declaration of Conflicts

Quale made known his conflict of interest due to his spouse being employed by MCPSD#1.

X – Financial investment plan for 2022 – 2023

Mr. Hebert provided a brief summary of the interest earned through investments in 2021 – 2022 = \$43,437.50. Motioned by Quale, seconded by Pennington, to approve the financial investment plan as presented. Motion carried 6 – 0. Motioned by Pennington, seconded by Quale, to approve BNC, Cornerstone, DWCU, and FIBT as official depositories of MCPSD#1. Motion carried 5 – 0. Northrop abstained.

XI -Health and Safety Plan

Motioned by Northrop, seconded by Ceynar, to approve the revision and review of the health and safety plan Return to In-Person Instruction and Continuity of Services Plan. Motion carried 6 – 0.

XII – New Business

MCSD#1 Budget Review - Supt. Holen presented a budget recap for 2021 - 2022 expenditures and income for General Fund, Building Fund, School Food Service Fund, and Activity Fund. Motioned by Pennington, seconded by Samuelson, to approve a 10 cent increase to meals. Motion carried 6 – 0.

XIII - Call for Bids

Motioned by Northrop, seconded by Quale, to call for gasoline and diesel bids for the 2022 - 2023 school year to be received by hand delivery on or before 4:00 PM on August 5th, 2022. Motion carried 6 – 0.

Next Meeting Date

The next meeting will be held August 8th, 2022 @ 6:00 p.m.

Adjourn Meeting

President adjourned the meeting at 8:23 p.m.

Heather Wisness, *President*

Brant Hebert, *Business Manager*