

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

June 20, 2022

6:00 p.m.

Members Present	Members Absent
Heather Wisness, <i>President</i>	
Pam Ramage, <i>Vice President</i>	
Virginia Ceynar	
Dawn Maki	
Corey Meuchel – via Zoom	
Jake Pennington	
Lisa Samuelson	
Steven Holen, <i>Superintendent</i> - Zoom Host	
Wyatt Voll, <i>Attorney</i>	
Brant Hebert, <i>Business Manager</i>	

I – Call Meeting to Order

President Wisness called to order the McKenzie County School District No. 1 School Board regular meeting at 6:00 p.m.

II – Introduction of Guests

III – Approval of Agenda

Motioned by Pennington, seconded by Ramage, to approve the agenda as posted. Motion carried 7 – 0.

IV – Correspondence

V – Board Actions

1. Motioned by Ceynar, seconded by Samuelson, to approve the minutes of the regular board meeting 05/09/2022. Motion carried 7 – 0.
2. Motioned by Ramage, seconded by Pennington, to approve the minutes of the special board meeting 05/17/2022. Motion carried 7 – 0.
3. Motioned by Pennington, seconded by Maki, to approve the financial report for 05/2022. Motion carried 7 – 0.
 - a. Motioned by Ceynar, seconded by Samuelson, to approve the reduction in revenue due to CLSD recorded twice. Motion carried 7 – 0.
4. Motioned by Samuelson, seconded by Maki, to approve the 05/2022 District Bills by Fund and Unposted Invoice Listing Summary. Motion carried 7 – 0.
5. Motioned by Pennington, seconded by Ramage, to approve the increase in NDIRF premiums by \$8511.00 to adequately insure district properties. Motion carried 7 – 0.
6. Motioned by Ramage, seconded by Ceynar, to approve the purchase of the salad bar infrastructure for the remaining three schools. Motion carried 7 – 0.
7. Dr. Holen explained the Fox Hills contingency and premium funds and the proposed escrows using Bankhead Jones funds. Motioned by Ceynar, seconded by Pennington, to approve the Debt Repayment and Escrow Establishment. Motion carried 6 – 0. Motioned by Pennington, seconded by Samuelson, to approve the Resolution Providing for Redemption and Exhibit A. Motion carried 7 – 0.
 - a. Aye: Ceynar, Maki, Meuchel, Pennington, Samuelson, Meuchel, Wisness and Ramage
 - b. Nay:
 - c. Absent:
 - d. Abstain

VI – Recognition of Activities

1. WCMS and MCPSD#1 mourn the loss of one of our own, Rachelle LaGree. LaGree, who taught social studies and coached girl's golf, passed away on 05/26/2022. Condolences to her family and those impacted through her career in education.
2. MCPSD#1 received a grant from OneOK in the amount of \$3840. The funds were donated in order to purchase graphing calculators at the high school level.
3. Congratulations to Dia Northrop, Alex Quale on the election to the MCPSD#1 School Board, and the reelection of Jake Pennington to the MCPSD#1 school board and four-year term.

VII – Old Business

1. Dr. Holen provided an update regarding the Bakken Area Skills Center.

2. Dr. Holen present the current status of the WCMS renovation project. Motioned by Samuelson, seconded by Ramage, to approve Construction Engineers as the CMAr. Motion carried 6 – 0.
3. The following 2022 – 2023 handbooks are pending board approval:
 - a. K – 5 Student
 - i. Motioned by Ceynar, seconded by Samuelson, to approve the handbook as presented. Motion carried 7 – 0.
 - b. Wolves Center Academy
 - i. Motioned by Samuelson, seconded by Ramage, to approve the handbook as presented. Motion carried 7 – 0.
 - c. Student Activities
 - i. Motioned by Ceynar, seconded by Pennington, to approve the handbook as presented. Motion carried 7 – 0.
 - d. Professional Staff/Teacher
 - i. Motioned by Samuelson, seconded by Pennington, to approve the handbook as presented. Motion carried 7 – 0.
 - e. Coach/Advisor
 - i. Motioned by Ramage, seconded by Ceynar, to approve the handbook as presented. Motion carried 7 – 0.
4. Dr. Holen reviewed the current General Fund (01) budgeted revenues and expenditures 2022 – 2023 to include updated projections and expenditures related to 2022 – 2023 and recent staffing contracts offered.

VIII – New Business

1. Dr. Holen provided as staffing update.
 - a. Resignations:
 - i. Mr. Brian Dokken, Activities Director, employed at MCPSD#1 since 2019
 1. Motioned by Pennington, seconded by Ramage to approve the resignation as presented. Motion carried 7 – 0.
 - ii. Brooke Hestdalen, Communications, employed at MCPSD#1 since 2019
 - iii. Susan Rust, High School secretary, employed at MCPSD#1 since 2018
 - b. Contract Offers for approval:
 - i. Kristine Joy G. Cruz, MA – Step 12 @ \$64,560.00 WCMS Science (J1 Visa employee) Adjustments to benefits and policy with agreement.
 - ii. Peterson Cora, MA 48 - Step 20 @ \$77,520.00 WCMS Science
 1. Motioned by Maki, seconded by Ceynar, to approve the contract as presented. Motion carried 7 – 0.
 - c. Pending open professional positions:
 - i. WCHS Sp. Ed.
 - ii. WCHS Business Ed.
 - iii. WCMS Science
 - iv. Elementary guidance counselor(s)
 - v. Elementary classroom
 - vi. Activities Director – interviews held 06/14/2022
 - vii. SRO and Social Worker additional FTE discussions.
 1. Motioned by Ceynar, seconded by Samuelson to advertise the positions as presented. Motion carried 7 – 0.
 2. Motioned by Ramage, seconded by Meuchel, to consent to train an additional SRO. Motion carried 7 – 0.
 - d. Dr. Holen reviewed status of classified staff positions and timelines for 2022 – 2023.
 - e. The following tuition agreement was received by MCPSD#1: R. Plemper, Parent/Guardian, for a kindergartner to attend Alexander School District 2022 – 2023. Motioned by Pennington, seconded by Samuelson, to approve the tuition agreement as presented. Motion carried 7 – 0.

IX – Policy

1. Committee proposes policy KAB-2 District Parent Family Engagement Policy for a second reading. Motioned by Samuelson, seconded by Ceynar, to approve the second reading of KAB-2. Motion carried 7 – 0.
2. Committee proposes DDAA – FMLA (BR and E1) and DEBD – Staff Student Relations for a first reading. Motioned by Ceynar, seconded by Ramage, to approve the policies as presented for a first reading. Motion carried 7 – 0.

IX – Administration Reports

1. Superintendent
 - a. Enrollment update – kindergarten registration report
 - b. Crisis plan review/Professional Development 06/08/2022
 - c. Human Resources Professional Development 06/06/2022 – 06/07/2022
 - d. Teacher Exit Surveys 2022 teacher retention discussions
 - e. Summer projects 2022 report/update
 - f. Summer school 2022
 - g. RRC User Agreement 2022 – 2023

- h. Update on grants – AIEC HS mural and Food Service grant (centralized storage)
 - i. \$130,000.00 awarded to centralize food storage project by 06/30/2023.
 - ii. \$5890.00 awarded on a matching basis for up to 6 murals at WCHS
- i. Bus Bids – rebid process due 07/08/2022
- j. MOU with UND regarding Burgum Foundation grant program
- k. Schedule meetings with MCHS on BASC and other collaborations
- l. Professional Development Plan 2022 – 2023
- m. CTE Summer Camps in WC June 15 and 29.
- n. Summer professional development – stipend with ESSER funds
- o. WCHS performing arts center – preparation for bids/consideration
 - i. Estimated \$22,000 for lighting and rigging system design/specs
 - ii. Estimated \$6,000 for video system design and specs
- p. 2021 – 2022 School Immunization Report Card
- q. IDEA/NDDPI District Report Card
- r. Yondr – cell phone program information
- s. MOU with WCPD and SRO contracted services
- t. Substitute teachers and planning 2022 – 2023
- u. Teacher evaluation model revisited 2022 – 2023
- v. Transportation/Early Childhood site plan meeting with JLG on 06/23/2022
- w. Mineral Tracker report 2022 1st Quarter
- x. other
- 2. Director of Teaching and Learning
 - a. Schoolwide Title I 2022 – 2023 plan submission, CLSD grant Update
 - b. Intervention program overview
- 3. Principal Report
- 4. Activities Director
 - a. General Report
 - b. Replacement for strength and conditioning coach process update
 - c. Summer programs
 - d. Staff appreciation 2022 – 2023
 - e. Transition to new Activities Director

X – School Board Committee Reports

- 1. Committee Meeting Minutes
 - a. Negotiations 05/24/2022
 - i. Classified benefit agreement recommendation (approved 06/02/2022)
 - b. Policy 05/31/2022
 - i. Motioned by Ramage, seconded by Ceynar, to approve the Policy committee minutes. Motion carried 7 – 0.
- 2. Upcoming meetings
 - a. Curriculum committee meeting –TBD
 - b. Policy committee - TBD
 - c. Planning committee – TBD
 - d. Negotiations – TBD
 - e. Budget and Finance – TBD
 - f. Building and Grounds – TBD
 - g. Technology committee – TBD
 - h. Spring/Summer Board Retreat – TBD
 - i. Health & Safety – TBD
 - j. Transportation – TBD
 - k. Wellness - TBD

XI – Set date of next meeting

- 1. June 28 2022 @ 5:30 Special Meeting
- 2. July 18 2022 @ 5:00 Annual Meeting

XII – Adjournment

Hearing no further business to come before the school board, President Wisness adjourned the meeting at 8:33 p.m.