

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

**September 11, 2023**

**6:00 PM**

<b>Members Present</b>	<b>Members Absent</b>
Heather Wisness, <i>President</i>	
	Jake Pennington, <i>Vice President</i>
	Virginia Ceynar
Dawn Maki – via Zoom	
Dia Northrop	
Alex Quale	
Lisa Samuelson – entered 5:45	
Steven Holen, <i>Superintendent</i>	
Brant Hebert, <i>Business Manager</i>	

**I – Call Meeting to Order**

1. President Wisness called to order the McKenzie County School District No. 1 School Board regular meeting at 5:35 PM

**II – Introduction of Guests**

- 1.

**III – Approval of Agenda**

1. Motioned by Northrop, seconded by Wisness, to approve the agenda as posted. Motion carried 4 – 0.

**IV – Correspondence**

1. Thank you from I-State Truck Center for the recent bid/purchase of two Thompson activity buses.
2. Letter from ND Health and human services reminding of NDCC requirement mandating all school age children receive immunizations or exemptions.
3. Letter from NDDPI regarding Supply Chain assistance for MCPSD#1. The \$42,231.74 must be used to order minimally processed food like fresh fruit, milk, cheese, frozen vegetables, and ground beef.

**V – Board Actions**

1. Motioned by Northrop, seconded by Quale, to approve the consent agenda. Motion carried 4 – 0.
  - a. Minutes 08/03/2023 special school board meeting
  - b. Minutes 08/30/2023 special school board meeting
  - c. District financial reports 08/2023, Fund 01 & 06 Revenues and Expenditures
  - d. District Bills for the period ending 08/31/2023
  - e. Committee meeting minutes
2. Other
  - a. CE payment application #14 – BASC
  - b. CE payment application #7 – WCMS
  - c. JLG payment application 20267-21
  - d. Icon payment application 20232002657
    - i. Motioned by Northrop, seconded by Quale, to approve the payment applications and invoices. Motion carried 4 – 0.
  - e. Update on escrow account for lease revenue bonds regarding building fund indebtedness
  - f. RFQ – Legal Services = no response

**VI – Recognition of Activities**

1. Bidell Gas Compression and Crestwood donated \$1868.00 to the MCPSD#1 as proceeds from their award for the 2023 Ribfest Event. Thank you

**VII – Administration Reports**

1. Superintendent
  - a. Food Service Update – Primero Edge implementation and issues
  - b. Wolf Run Village – employee housing report
  - c. PEG Channel Partnership proposal/discussion
  - d. McKenzie County KidStop MOA 2023 – 2024
  - e. RSP & Associates – 2023 – 2024 Statement of Work and Intent
    - i. Motioned by Samuelson, seconded by Quale, to approve the statement as presented. Motioned carried 5 – 0.
  - f. Softball field /infrastructure discussion with City/Park Board
  - g. Health screen (ND PHIT) on October 9<sup>th</sup> and 10<sup>th</sup>
2. Director of Teaching and Learning
  - a. WCMS TSI – ESSA and Accountability reporting; September 14<sup>th</sup> required training



- b. New curriculum implementation report Greater Math grant progress and 2023 – 2024 outlook

Meeting adjourned 6:04 PM

Public Hearing 6:00 PM

Meeting re-opened 6:35 PM

3. Activities Director

- a. Fall activity update
- b. Three class system for volleyball
- c. Proposal of a new club for Color Guard
- d. Concessions update – hired concession manager and getting schedules filled
- e. Minimum Behavior Expectations
- f. Wolves Den store online – BSN User Agreement proposal.
- g. Strategic plan ongoing process.
  - i. Motioned by Samuelson, seconded by Northrop, to advertise for an extracurricular activities position.  
Motion carried 5 - 0.

4. Building Principals

- a. Yondr pouch comments and implementation
- b. Boundary adjustment update
- c. Class Sizes and staffing update

VIII – Old Business

1. Dr. Holen provided an update regarding the BASC. He discussed the governing board, new/transfer program applications due 9/30/2023, programs for collaboration 2023 - 2024, mobile trailers to be offered at BASC, user fees tabled for 10/2023 meeting, and confirmation of broadband funds remaining (\$7M) potentially transferring to CTE.
2. Dr. Holen provided an update regarding the WCMS project. He discussed the roof top unit (RTU), exterior wall panels, punch list items, owner landscaping status and outlook, financial status, and potential Phase 1C.
3. Dr. Holen provided an update regarding the 2023 – 2024 budget regarding revenues and expenditures.
4. Dr. Holen presented the current enrollment and estimates of the official Fall enrollment as presented to DPI possibly 2124.
5. Dr. Holen presented the 2023 – 2024 RRC and MCPSD#1 User Agreement draft for consideration. Motioned by Quale, seconded by Samuelson, to approve the agreement as presented. Motion carried 5 - 0.
- 6.

IX – New Business

1. Dr. Holen presented a staffing update.
2. HB 1029 (2011) changed the school approval process by requiring an Annual Compliance Report to be filed with DPI by 10/01/2023. Motioned by Northrop, seconded by Quale, to approve the eight criteria as presented. Motion carried 5 – 0.
3. Dr. Holen presented the board with Mr. Segneri's request for a change to the Classified Staff Salary Schedule. Motioned by Samuelson, seconded by Northrop, to approve. Motion carried 5 – 0.
4. The bids for the WCHS Performing Arts Center project 08/30/2023 @ 4:00 PM. The recommendation is to approve the bid from Magnum Electric for \$370,300.00. Motioned by Northrop, seconded by Samuelson, to approve the bid as presented. Motion carried 5 – 0.
5. Dr. Holen presented the board with Mr. Segneri's recommendation to consider a memorandum of understanding with Johnson Controls, Inc. to complete a physical needs assessment for HVAC at WCMS. Motioned by Northrop, seconded by Samuelson, to approve the MOU. Motion carried 5 – 0.
6. Tuition Agreements and Open Enrollments
  - a. Tuition Agreement – Resident district Mandaree – Grades 2, 6, 9, 9, & 10 school year 2023 – 2024.
  - b. Open Enrollment – Resident district Mandaree – Grades 2, 6, 9, 9, & 10 school year 2024 – 2025.
    - i. Motioned by Northrop, seconded by Samuelson, to approve the open enrollments as presented. Motion carried 5 – 0.

X – Policy

1. The policy committee recommends the following policies for a second reading approval:
  - a. ABEC – Student Meal Policy. Motioned by Northrop, seconded by Samuelson, to approve. Motion carried 5 - 0.
  - b. DE – Staff Code of Conduct. Motioned by Quale, seconded by Samuelson, to approve. Motion carried 5 - 0.
  - c. DED – Administration. Motioned by Northrop, seconded by Quale, to approve. Motion carried 5 – 0.
  - d. FFK – Suspension and Expulsion. Motioned by Quale, seconded by Samuelson, to approve. Motion carried 5 – 0.
  - e. FFK-BR – Suspension and Expulsion Regulations.
2. The policy committee recommends the following policies for a first reading approval:
  - a. DKEA – Exit Interview
  - b. DGGA – Professional Development Plan
  - c. FAAA – Open Enrollment
  - d. FFD – Possessing Weapons
  - e. KAAA – Visitors in the Schools
  - f. BC – Meetings of the Board
  - g. BCAA – Board Meeting Agenda and Pre-Meeting Preparation
  - h. DCCA – Signing Bonuses



- i. GACG – Educational Opportunities Through Sponsoring Entities
- j. DDAB – Health Restoration Leave
  - i. Motioned by Northrop, seconded by Quale, to approve the following for a first reading. Motion carried 5 – 0.

#### X – School Board Committee Reports

- 1. Committee Meeting Minutes
  - a. Budget & Finance 8/30/2023
  - b. Policy 8/7/2023
  - c. BASC Governing Board 9/5/2023
- 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 the Date of the Next Meeting

- 1. Tuesday October 10<sup>th</sup>, 20203 @ 6:00 PM

#### XII – Adjournment

Hearing no further business to come before the school board, President Wisness adjourned the meeting at 8:17 PM

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Heather Wisness, *Board President*

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Brant Hebert, *Business Manager*