

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

**September 12, 2022**

**5:30 p.m.**

<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	
Steven Holen, <i>Superintendent</i>	
Wyatt Voll, <i>Attorney</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 5:31 p.m.

**Public Hearing**

1. The board held a public hearing regarding the mill levy determination for the Certificate of Levy to submit to the county auditor 10/10/2022.

**II – Introduction of Guests**

1. Lance Monson & Nick Fiecke – CE,

**III – Approval of Agenda**

1. Motioned by Northrop, seconded by Samuelson, to approve the agenda as posted. Motion carried 7 – 0.

**IV – Correspondence**

1. Letter received from NDIRF expressing gratitude for participation in The Participator.
2. MEC presented a right of way easement for the replacement of electric transmission and distribution lines involving district owned property.
3. Letter received from NDCTE regarding an update on Coronavirus Capital Projects Fund.

**V – Board Actions**

1. Motioned by Samuelson, seconded by Ceynar, to approve the consent agenda. Motion carried 7 – 0.
  - a. Minutes 08/08/2022 regular school board meeting
  - b. Minutes 08/25/2022 special school board meeting
  - c. District financial reports, Fund 01 & 06 Revenues and Expenditures
  - d. District Bills for the period ending 08/31/2022
  - e. Committee meeting minutes
  - f. Motioned by Ceynar, seconded by Quale, to approve the \$55.00 monthly expenditure for Positive Pay. Motion carried 7 – 0.

**VI – Recognition of Activities**

1. Congratulations Scott Wisness on being named as the 2022 ND Association of Ag. Ed.'s Teacher mentor of the Year.
2. NDCF Food Service Fund received \$2000.00 and \$12,000.00 from Banks Lutheran Church and Young at Heart, respectively.
3. Dr. Holen cognizes the entire staff of MCPSD#1 for their efforts to start the 2022 – 2023 school year.

**VII – Administration Reports**

1. Superintendent
  - a. Food service update – scan cards for food service proposal
  - b. Food service - alternative meals, paid meals report
  - c. HS Art Mural grant update
  - d. Family Game Night - September 21<sup>st</sup>
  - e. T4 – April 19<sup>th</sup> and 20<sup>th</sup> 2023
  - f. KidStop Afterschool Program Operating Procedures and Guidelines 2022 – 2023.
  - g. Transportation wireless access on buses – installation completed and implemented
  - h. StopIt solution
  - i. NDSBA Conference – October 27<sup>th</sup> – 28
  - j. The Bakken Region: 2030 and Beyond – October 19<sup>th</sup>
  - k. Staff handbook – employee student/child supervision clarification
  - l. Classified staff – attendance bonus implementation and clarifications, benefits for long-term substitutes in classroom due to shortage
  - m. UND Graduate School program and MOU Fall 2022

- n. Wolf Run housing update
  - o. Elementary attendance clarifications (handbook)
  - p. Certificate in Education Finance – Holen and Hebert
  - q. Title IX revisions and regulations – team formation and training
  - r. Security days – all students present with Standard Response Protocols (K-12)
  - s. Other
2. Director of Teaching and Learning
    - a. Community Book Read update
    - b. Professional development cafeteria plan – September
    - c. Preliminary/Initial student assessment date report
    - d. Other
  3. Principal Report
    - a. School accountability reports
    - b. Start of school comments or requests
    - c. Motioned by Northrop, seconded by Pennington, to update the language regarding vapes in the WCHS student handbook. Motion carried 7 – 0.
  4. Activities Director
    - a. Provided written report
      - i. Motioned by Pennington, seconded by Ceynar, to approve the approximate \$40,000.00 expenditure for the middle school track equipment. Motion carried 7 – 0.
    - b. Middle School FFA club consideration
    - c. Strength and conditioning position update
    - d. Three class system – October vote expected
    - e. Fundraising and cheerleader program

#### VIII – Old Business

1. Dr. Holen provided and update regarding The Bakken Area Skills Center (BASC). Motioned by Ceynar, seconded by Samuelson, to approve the of bid package #2 \$5,407,395. Motion carried 7 – 0. Motioned by Pennington, seconded by Quale, to approve the application payment for mass grading \$1,141,295.40. Motion carried 7 – 0. Motioned by Northrop, seconded by Quale, to approve the change order for the additional work required by the city on the detention ponds in the owner contingency \$120,975. Motion carried 7 – 0.
2. Dr. Holen provided and updated on the WCMS renovation project.
3. The 2022 estimated taxable valuation, \$274,176,490.00, was used to provide estimated mill levy amounts regarding the final certificate of levy to be submitted to the county auditor by 10/10/2022. Dr. Holen presented the information from the committee meeting held 09/08/2022.
4. Dr. Holen presented the most current enrollment update as of 09/12/2022.
5. Dr. Holen reviewed the information exchanged at the 09/06/2022 City, District, and Park Board meeting regarding the User Agreement 2022 – 2023.

#### IX – New Business

1. Dr. Holen presented a current staffing update. Holen proposed adding another section of 1<sup>st</sup> grade at BLES. Motioned by Northrop, seconded by Quale, to approve the additional section, 1st grade, at BLES creating two more positions. Motion carried 7 – 0.
2. Dr. Holen shared the Annual Compliance Report with the board for their approval to submit to DPI. Motioned by Pennington, seconded by Samuelson, to approve the Annual Compliance Report. Motion carried 7 – 0.
3. WCHS Administrators presented the option to select the ACT as the state assessment tool. Motioned by Ceynar, seconded by Pennington, to approve the ACT as the state assessment tool. Motion carried 7 – 0.
4. Discussion regarding boundary waivers and school enrollment variations. The district can cancel applications if enrollment growth creates issues after the initial start of the school year.
5. Dr. Holen presented the Board with information regarding the property located at 301 Park Avenue E. President Wisness announced the negotiation for property purchase may be discussed in an executive session only when bargaining in an open meeting would cause a disadvantage for the district. The legal authority for closing portion of the meeting is Section 44-04-19.2(1) of the North Dakota Century Code. Motioned by Pennington, seconded by Ceynar, to enter into executive session. Motion carried 7 – 0.
  - a. Executive Session – Negotiation for Property Purchase began at 8:50 p.m. and ended at 9:05 p.m. Attendees included Holen, Hebert, Pennington, Samuelson, Ceynar, Maki, Voll, Wisness, Northrop, and Quale.
  - a. President Wisness reopened the regular session of the regular meeting at 9:05 p.m.

#### X – Policy

1. The policy committee recommends the following policies for first reading consideration:
  - a. ABBA- ND Comprehensive Model School Policy for Tobacco Use
  - b. ACAA-AR – Telework Procedures
  - c. BBC – Filling Board Vacancies
  - d. BBBA – Presiding over Board Meetings

- i. Motioned by Pennington, seconded by Samuelson, to approve the policies for a first reading. Motion carried 7 – 0.
  - e. BCAA – Board meeting agenda (Tabled, not recommended)
- 2. Committee recommends discussion/consideration on Governor Burgum’s statement regarding the Pledge of Allegiance and consideration of utilization for Board meetings.

XI – School Board Committee Reports

- 1. Committee Meeting Minutes
  - a. 09/01/2022 – Building and Grounds
  - b. 09/06/2022 – GNWACTC meeting – President Wisness
  - c. 09/06/2022 – Policy
  - d. 09/08/2022 – Transportation
  - e. 09/08/2022 – Budget & Finance
- 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

XII – Set date of next meeting

- 1. Special School Board Meeting 9/26/2022 @ 6:00 p.m.
- 2. Regular School Board Meeting 10/10/2022 @ 6:00 p.m.

XIII – Adjournment

Hearing no further business to come before the school board, President Wisness adjourned the meeting at 9:31 p.m.

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Heather Wisness, *Board President*

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Brant Hebert, *Business Manager*