

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

December 14, 2022

6:00 p.m.

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

Public Hearing

I – Call Meeting to Order

1. President Wisness called to order the McKenzie County School District No. 1 School Board regular meeting at 6:01 PM.

II – Introduction of Guests

- 1.

III – Approval of Agenda

1. Motioned by Northrop, seconded by Samuelson, to approve the agenda as posted. Motion carried 6 – 0.

IV – Correspondence

1. Holiday cards received from the following: Sanford Health, Valuations NW, and Arnston Stewart Wegner PC
2. Correspondence from NDDPI regarding changes to census data to determine Title I allocations 2023 -2024

V – Board Actions

1. Motioned by Ceynar, seconded by Maki, to approve the consent agenda. Motion carried 6 – 0.
 - a. Minutes 11/14/2022 regular school board meeting
 - b. Minutes 11/01/2022 and 11/30/2022 special school board meeting
 - c. District financial reports, Fund 01 & 06 Revenues and Expenditures
 - d. District Bills for the period ending 11/30/2022
 - e. Committee meeting minutes
2. Other
 - a. Motioned by Pennington, seconded by Northrop, to approve the Audit Scope and Objectives with Rath & Mehrer. Motion carried 6 – 0.
 - b. Motioned by Ceynar, seconded by Maki, to approve the District Usage Agreement with Fox Hills Golf Course. Motion carried 6 – 0.
 - c. Motioned by Pennington, seconded by Samuelson, to approve the Workforce Skills Fund with ND Community Foundation. Motion carried 6 – 0.
 - d. Hebert presented the most current report from Mineral Tracker.
 - e. Dr. Holen presented the projected Electric Transmission, Generation, and Distribution Tax Breakout
 - f. Dr. Holen provided a status report regarding ESSER I, II, & III funding

VI – Recognition of Activities

1. Knapp Oil donated \$6,000.00 toward the BASC through NDCF
2. Crestwood allocated \$800.00 for STEMzone event on 12/15/2022
3. Flogistix, Devon Energy, Marathon Oil, and Cal Ripken Sr. plans to implement and install a STEM Center in each elementary school the week of 4/17/2023.
4. Brosz Engineering donated \$2500.00 to the WCHS STEM program for the construction of a Trebuchet catapult.

VII – Administration Reports

1. Superintendent
 - a. Enrollment update
 - b. Food Service audit report – 5-year DPI process conducted this month
 - c. District email server issues and exploring transfer to different server/platform
 - d. Final taxable valuation and levy data tax year 2022
 - e. Free/Reduced Meal and McKinney Vento updates 2022 – 2023
 - f. Substitute teacher report as of December 2022
 - g. School calendar 2023 – 2024 planning process/committee meetings

- h. Update on new bus availability, bus wrap proposal, and County Road 30 bus stop
 - i. WCHS Mural projects
 - j. Grant updates; Cyber security and Greater Math in ND
 - k. Transfer of Head Start fiscal agent from GNWEC to CDI to Williston Basin #7
 - i. Motioned by Ceynar, seconded by Maki, to approve the lease agreement for Head Start with Community Development Institute. Motion carried 6 – 0.
 - l. Middle School EL Family night – December 16th
 - m. RSP & Associates 2023 Demographic Study presentation
 - n. Snack program and Wellness Committee meeting discussion
 - o. CTE career development advisory committee – board member participation
 - p. Milestone Health Partners meeting 12/16/2022
 - q. Weather Update
2. Director of Teaching and Learning
 - a. Curriculum and Achievement data report – December
 - b. Written Report
 3. Principal Report
 4. Activities Director
 - a. December activities report
 - b. Three class system update
 - c. Virtual learning days and activities

VIII – Old Business

1. Dr. Holen provided a brief summary on the BASC project.
 - a. Motioned by Pennington, seconded by Samuelson, to approve the BASC application payment #4 \$410,091.50 to Construction Engineers. Motion carried 6 – 0.
2. Dr. Holen provided an update in the WCMS renovation project.
 - a. Motioned by Northrop, seconded by Ceynar, to approve the WCMS application payment #22180002 \$194,870.65 to Construction Engineers. Motion carried 6 – 0.
3. Dr. Holen reminded the board of the ESSER requirement to revisit the Return to In-Person Instruction and Continuity of Services Plan in order to provide revisions as needed. No changes recommended. Motioned by Samuelson, seconded by Maki, to approve the plan as presented. Motion carried 6 – 0.
4. Administration and Mary Anderson pursued an alternative to PowerSchool online enrollment for 2023 – 2024. Flow Forms provides a system that addresses the obstacles and challenges presented by PowerSchool. Motioned by Northrop, seconded by Ceynar, to approve Flow Forms as the platform for online enrollment. Motion carried 6 – 0.

IX – New Business

1. Dr. Holen provided a staffing update:
 - a. Resignation received from Dawn Mason, grade 2 FHES @ 8 years. Motioned by Samuelson, seconded by Maki, to approve the resignation as presented. Motion carried 6 – 0.
 - b. Administration offered a professional contract to Kendra Heier – elementary classroom teacher – BA+48/MA, Step 5. Motioned by Pennington, seconded by Ceynar, to approve the contract as presented. Motion carried 6 – 0.
 - c. Pending interviews for the following open positions: HS Science and Social Studies
 - d. Professional and classified staff open positions for 2022 – 2023: Family Facilitator – pending background check, WCHS office staff support – pending background check, motioned by Ceynar, seconded by Samuelson to approve the District Office Administrative Assistant. Motion carried 6 – 0. BLES Kindergarten fifth section = Pam Albright starts 1/3/2023. Administration requested a fourth section for 5th grade. Motioned by Samuelson, seconded by Pennington, to approve the advertisement of an additional section for 5th grade. Motion carried 6 – 0.
 - e. Discussion regarding ESPB licensure relating to expiration and professional contracts with Mr. Voll
2. Dr. Holen informed the board of the upcoming 2023 Legislative Session. NDCEL established position statements for potential legislation. Dr. Holen highlighted expected legislation that would impact MCPSD#1.
3. Discussion regarding the district owned lots along 3rd Ave SE. Motioned by Pennington, seconded by Northrop, to approve the Division of Land Application/Subdivision Preliminary Plot submission to The City of Watford City Planning and Zoning Committee. Motion carried 6 – 0.

X – Policy

1. The committee recommended the following policies for a second reading:
 - a. ABBB Community Use of facilities
 - i. Motioned by Ceynar, seconded by Samuelson, to approve. Motion carried 6 – 0.
 1. Aye: Ceynar, Maki, Northrop, Samuelson, Pennington, and Wisness
 2. Absent: Quale
 - FGCA Search of Lockers
 - ii. Motioned by Ceynar, seconded by Samuelson, to approve. Motion carried -0.
 1. Aye: Ceynar, Maki, Northrop, Samuelson, Pennington, and Wisness
 2. Absent: Quale
 - b. FGCB Searches of Students & Students Personal Possessions
 - i. Motioned by Northrop, seconded by Ceynar, to approve. Motion carried -0.

1. Aye: Ceynar, Maki, Northrop, Samuelson, Pennington, and Wisness
2. Absent: Quale
- c. FIB Participation in Non-School Sponsored Contests & Competitions
 - i. Motioned by Samuelson, seconded by Northrop, to approve policy FIB grades 7 - 12. Motion carried 6 – 0.
 1. Aye: Ceynar, Maki, Northrop, Samuelson, Pennington, and Wisness
 2. Absent: Quale
 - d. FIDC Student Organizations, Associations, and Clubs
 - i. Motioned by Samuelson, seconded by Ceynar, to approve. Motion carried 6 – 0.
 1. Aye: Ceynar, Maki, Northrop, Samuelson, Pennington, and Wisness
 2. Absent: Quale
2. The following policies are presented for a first reading:
 - a. FFI Student Use of Personal Technology
 - i. Motioned by Northrop, seconded by Ceynar, to approve. Motion carried 6 – 0.
 1. Aye: Ceynar, Maki, Northrop, Samuelson, Pennington, and Wisness
 2. Absent: Quale
3. The following corresponding exhibits or administrative regulations would be considered with the parent policy if approved:
 - a. FGCB-E Search and Seizure of Student Form
 - b. FIB-AR Participation in Non-School Sponsored Contests & Competitions

XI – School Board Committee Reports

1. Committee Meeting Minutes
 - a. Policy – 11/29/2022
 - b. Planning – 12/01/2022
 - c. Buildings & Grounds – 12/12/2022
2. Upcoming meetings
 - a. Board Retreat – 12/15/2022 @ 6:00 PM WCHS
 - b. Curriculum committee meeting –TBD
 - c. Policy committee – 12/20/2022 @ 4:30 PM
 - d. Planning committee – TBD
 - e. Negotiations – TBD
 - f. Budget and Finance – TBD
 - g. Building and Grounds – TBD
 - h. Technology committee – TBD
 - i. Spring/Summer Board Retreat – TBD
 - j. Health & Safety – TBD
 - k. Transportation – TBD
 - l. Wellness - TBD

XII – Set date of next meeting

1. January 9th @ 6:00 PM District Office Board Room

XIII – Adjournment

Hearing no further business to come before the school board, President Wisness adjourned the meeting at 7:37 PM

Heather Wisness, *Board President*

Brant Hebert, *Business Manager*