

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

August 21st, 2023

5:00 PM

Members Present	Members Absent
Heather Wisness, <i>President</i>	
Jake Pennington, <i>Vice President</i>	
Virginia Ceynar	
	Dawn Maki
Dia Northrop	
Alex Quale	
Lisa Samuelson	
Steven Holen, <i>Superintendent</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 5:02 PM.

II – Introduction of Guests

1. Leon Sevigny – Construction Engineers

III – Approval of Agenda

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

IV – Correspondence

1. NDDPI sent correspondence regarding WCMS being identified as a Targeted Support and Improvement (TSI) school.
2. NDDPSB requested Gov. Burgum to consider emergency administration rules and revisions related to the teacher shortage.

V – Board Actions

1. Motioned by Samuelson, seconded by Quale, to approve the consent agenda. Motion carried 6 – 0.
 - a. Minutes 07/20/2023 regular school board meeting
 - b. Minutes 07/20/2023 annual school board meeting
 - c. District financial reports, Fund 01 & 06 Revenues and Expenditures
 - d. District Bills for the period ending 07/31/2023
 - e. Committee meeting minutes
2. Motioned by Ceynar, seconded by Pennington, to approve Construction Engineers Application Payment 22060013. Motion Carried 6 – 0.
3. Motioned by Pennington, seconded by Ceynar, to approve depositing both \$2.5M Certificate of Deposits ending in 3859 at DWCU and 9274 at FIBT into a Platinum Savings account at Cornerstone Bank. Motion carried 6 – 0.
4. Discussion regarding escrow to handle the remaining \$5.83M Certificate of Indebtedness.
5. Motioned by Samuelson, seconded by Northrop, to approve the purchase of a Software Unlimited, Inc license and pay user fees for the Bakken Area Skills Center. Motion Carried 6 – 0.

VI – Recognition of Activities

1. NDSBA notified MCPD 1 and President Wisness of Heather Sahli’s successful completion of the North Dakota School Business Manager Certification Program with the designation of Mastery.
2. Congratulations to Construction Engineers for the substantial completion and certificate of occupancy regarding Phase 1B on the WCMS renovation.

VII – Administration Reports

1. Superintendent
 - a. Enrollment report and update
 - b. New staff orientation and professional development days
 - c. Summer building projects status report
 - d. Raptor Alert system implementation
 - e. Wolf Run housing report
2. Director of Teaching and Learning
 - a. WCMS TSI identification
 - b. Mentoring program 2023 – 2024
 - c. Professional development/onboarding report
3. Principal Report
 - a. Mr. Green - WCHS
 - i. Experiencing a larger student body than expected.

- ii. CDE update regarding enrollment practices
 - iii. Insights reported higher attendance
 - iv. Yondr initial public response
 - b. Mr. Zarak - FHES
 - i. Noticed additional students during registration compared to last year.
 - c. Mrs. Stansfield
 - i. Held their annual popsicle event and they are ready to go.
- 4. Activities Director
 - a. Fall activities outlook
 - b. P-card implementation
 - c. Proposed revision to the extracurricular salary schedule (co-head coach scenarios)
 - i. Motioned by Northrop, seconded by Ceynar, to approve the additional wrestling co-head coach. Motion carried 6 – 0.
 - d. Concessions Manager Update

VIII – Old Business

1. Leon Sevigny provided an update on the WCMS
2. Dr. Holen provided an update on the BASC
3. Dr. Holen presented any substantial changes to the preliminary budget approved 08/03/2023
4. Dr. Holen provided an update regarding registrations and enrollments for 2023 – 2024.

IX – New Business

1. Dr. Holen resented the consolidated application for Title programs 2023 – 2024. Motioned by Pennington, seconded by Quale, to approve the application as presented. Motion carried 6 – 0.
2. Dr. Holen presented a staffing update.
 - a. Motioned by Northrop, seconded by Samuelson, to approve Coleen Ninneman, Elementary Music – BA, Step 0. Motion carried 6 – 0.
 - b. Motioned by Pennington, seconded by Ceynar, to approve the resignation of Jerald Hagen, Driver’s Ed. Motion carried – 0.
3. Dr. Holen presented the following Tuition Agreements, Open Enrollments, and Cost Sharing Agreements:
 - a. Tuition Agreements – Assignment of Tuition = no charge
 - i. Resident school district – Mandaree @ Kindergarten
 - ii. Resident school district – Mandaree @ Grade 1
 - iii. Resident school district – New Town @ Grades 3, 6, 7
 - iv. Resident school district – Mandaree @ Grades 7, 8, 10
 - v. Resident school district – Mandaree @ Kindergarten
 - b. Open Enrollments 2024 – 2025
 - i. Resident school district – Mandaree @ Grade 1
 - ii. Resident school district – Mandaree @ Grade 2
 - iii. Resident school district – New Town @ Grades 4, 7, 8
 - iv. Resident school district – Mandaree @ Grades 8, 9, 11
 - v. Resident school district – Mandaree @ Grade 1
 - c. Cost Sharing Agreement (Virtual)
 - i. Resident school district – MCPSD1 @ Grades 3, 7, 7. Homeschool students in MCPSD1. No charge tuition offered by Yellowstone School District 14 to offer virtual education.
 - ii. Resident school district – MCPSD1 @ Grades 1, 3, 5, 7. Homeschool students in MCPSD1. No charge tuition offered by Yellowstone School District 14 to offer virtual education.
 1. Motioned by Samuelson, seconded by Quale, to approve the Tuition Agreements, Open Enrollments, and Cost Sharing Agreements as presented. Motion carried 6 – 0.
4. Hebert created a request for qualifications document regarding the advertisement of legal services desired by the district.

X – Policy

1. The following policies were recommended by Policy Committee for a second reading:
 - a. ABEC – School Meal Charge Policy
 - b. HCAA – Purchasing
 - c. HCAG – Purchasing Cards
 - d. DED – Administrative Leave
 - e. FFK – Suspension and Expulsion
 - f. DE – Staff Code of Conduct
 - g. FFK-BR – Suspension and Expulsion Regulations
 - h. HCAG-AR – MCPSD1 Cardholder Manual (Information only)
 - i. HCAG-E – Cardholder Employee Agreement (Information only)
 - i. Motioned by Northrop, seconded by Ceynar, to approve the policies HCAA & HCAG as presented for a second reading. Motion carried 6 – 0.
2. The following policies were recommended by Policy Committee for a first reading:

- a. DGGA – Professional Development Plan
- b. FAAA – Open Enrollment
- c. FFD – Possessing Weapons
- d. KAAA – Visitors in the Schools
- e. DKEA – Exit Interview
 - i. Motioned by Samuelson, seconded by Pennington, to approve the policies as presented for a second reading. Motion carried 6 – 0.

XI – School Board Committee Reports

1. Committee Meeting Minutes
 - a. Policy – 08/17/2023
 - b. Transportation 08/21/2023
 - i. Motioned by Pennington, seconded by Quale, to approve the fuel bid from Cenex/Farmers Union Oil as presented. Motion carried 6 – 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

XII – Set date of next meeting

1. August 30th, 2023 @ 5:30
2. September 11, 2023 @ 6:00 PM

XIII – Adjournment

Hearing no further business to come before the school board, President Wisness adjourned the meeting at 6:36 PM.

Heather Wisness, *Board President*

Brant Hebert, *Business Manager*