## <u>APPROVED MINUTES OF THE RICHLAND SCHOOL DISTRICT-BOARD OF EDUCATION</u> REGULAR MEETING AT COLFAX, ND-TUESDAY July 28, 2015 at 7:00PM

## **MEMBERS**

PRESENT ABSENT Lisa Amundson

Dan Haverland John Flaa Ken Knudsen Kurt Anderson Eric Mickelson Sarah Myers Melyssa Evanson Heidi Foley

Superintendent: Tim Godfrey Principals: Bruce Anderson

Business Manager: Kendra Dockter

The June meeting was reconvened.

Motion by Flaa, seconded by Knudsen to approve the June consent agenda items (June 15 board minutes and final expenditure budget for 2014-2015). Carried.

Old Business: Godfrey gave a brief update on the para professional and technology openings. Interviews are still underway.

Motion by Anderson, second by Flaa to move into executive session under NDCC 44-04-19.1 for the express purpose of negotiations. Carried 7:26pm

Meeting Reconvened at 7:31pm

Negotiating committee proposed contract amounts for principals. Recommendation from committee for contracts to be issued. Motion by Flaa, second by Haverland to accept the negotiating committees recommendation for elementary principal as written in the amount of \$66,569; the jr/sr high principal contract as written in the amount of \$62,220; the payment for activities director off the extra-curricular schedule for the 2014-2015 school year. *Amundson Y, Anderson Y, Flaa Y, Haverland Y, Knudsen Y, Myers Y, Mickelson Y.* Carried

Kendra presented the 2014-2015 Final Financial report. Motion by Knudsen, second by Flaa to approve the submittal of Financial report to DPI. *Amundson Y, Anderson Y, Flaa Y, Haverland Y, Knudsen Y, Myers Y, Mickelson Y.* Carried.

Ken Knudsen shared comments with the board and reflected on highlights he has seen from the board over the past eleven years.

Motion by Anderson, seconded by Knudsen to adjourn the June meeting.

Thank you to Ken Knudsen for his 11 years, and Kurt Anderson for his 9 years on the Richland #44 School Board. We welcome Heidi Foley and Melyssa Evanson as our new board members.

The 2015-16 school year meeting was called to order. Motion by Mickelson, second by Haverland to add the following items to the Agenda: Discussion of activity pass fees, open enrollment application, concrete bid for storage shed, procedure for adopting board policy and policy updates. Carried Amundson turned over the meeting to Superintendent Godfrey who asked for nominations for school board president. Motion by Haverland, second by Flaa to nominate Lisa Amundson as president. No other nominations. *Mickelson Y, Haverland Y, Flaa Y, Foley Y, Evanson Y, Amundson Y, Myers Y.* Carried. Haverland made motion to nominate Evanson as Vice President, Evanson declined. Motion by Flaa, second by Amundson to nominate Dan Haverland as Vice President. No other nominations. *Mickelson Y, Haverland Y, Flaa Y, Foley Y, Evanson Y, Amundson Y, Myers Y.* Carried.

Motion by Mickelson, second by Foley to appoint Kendra Dockter as Business Manager for the 2015-2016 school year. Carried. Motion by Evanson, second by Myers to set date and location of each meeting a month in advance to allow for best scheduling of board members. Carried.

Motion by Haverland, seconded by Mickelson to designate Bremer Bank as the official depository for Richland #44. Carried Motion by Flaa, second by Myers to Authorize the signing of General Funds and activity warrants by Business Manager and Board Chair and to Authorize signing of Hot lunch by Bs. Mgr. and Superintendent. Carried

Motion by Amundson, second by Evanson to appoint Cindy Erbes as the Homeless liaison for Richland #44. Carried. Motion by Mickelson, second by Foley to authorize Mr. Godfrey as Administrative representative of REA & South Valley, Title I, Title IIA, ADA, DOT, Drug and Alcohol Safety, section 504, and Title IX, and Dan Haverland as Votech representative. Carried Motion by Haverland, second by Mickelson to approve the special reserve levy at the current mill rate of .5. Carried.

Motion by Flaa, second by Myers to designate the Daily News as the official newspaper for the 2015-16 school year. Carried.

2015-2016 Committees were set.

Motion by Mickelson, second by Foley at approve the recommended hot lunch prices (att) for 2015-2016. Please note that the state and federal guidelines require hot lunch increases which must be followed. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried. Motion by Heidi, second by Myers to add a õFamily Passö for activities at a rate of \$200. All fees have stayed the same. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried.

Motion by Haverland, second by Flaa to approve the July bills.

Kendra presented an open enrollment application out of the Kindred school district into Richland for an 8<sup>th</sup> grader and 6<sup>th</sup> grader. Motion by Mickelson, second by Myers to approve the application. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried.

Godfrey shared bids for the concrete slab needed for storage shed being built. Bernstein Construction will start immediately with a bid of \$3,123.40.

Godfrey made a recommendation to hire Mike Herrick as Athletic Director for the 2015-2016 school year. Motion by Flaa, second by Myers to approve the recommendation. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried. Godfrey made a recommendation to hire Morgan Davis Coleman as JHVB coach for the 2015 season. Motion by Evanson, second by Myers to approve the recommendation. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried. Godfrey made a recommendation to hire Bruce Amundson as JHGBB coach for the 2015 season. Lisa declared conflict of interest and refrained from voting. Motion by Myers, second by Foley to approve the recommendation. *Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried.

Godfrey gave an update on Speech Pathologist position at Richland. Jennifer Kath has accepted the speech pathologist position at Richland at 40% FTE. Additional services will be offered by a Speech/Language Paraeducator. Motion by Foley, second by Evanson to approve the hiring of Amanda Lynch at 60% paraeducator. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried.

Bid was shared on cost to paint hallways and door frames not affected by construction project. Bid was in the amount of \$12,500. Due to high cost, Godfrey will look into hiring locally or using someone on staff; board does not feel it is a high priority at this time.

2015-2016 estimated budget was discussed. Due to slight changes in staffing, actual pupil count, and staff cuts made this spring, the estimated budget is proposed to be in the positive. Once final figures are received from the county and all positions have been filled, a final budget will be approved.

School board retreat was discussed. Board will tentatively set a retreat for Wednesday, August 12<sup>th</sup>. More information to follow.

Policy additions and amendments were discussed. Explanation was given on Procedure for adopting board policy (new policy BDA), student publications & freedom of expression policy (policy FGDD to replace current policy #11.9), and student education records & privacy policy (policy FGA to replace current policy #41.0). Policy committee recommends adopting all three thru the expedited policy adoption process. Policy BDA authorizes the board to adopt policies with one reading when the board deems this action necessary. Motion by Amundson, second by Haverland to rescind current policies 11.9 and 41.0. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried. Motion by Amundson, second by Flaa to approve the recommendation to adopt policy BDA and the procedure for adopting board policy in one reading, to approve policy FGDD, and policy FGA. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried. Update on medication policy. Committee will meet and come with recommendation at the August board meeting.

Business Manager's report: Motion by Evanson, second by Myers to approve the resolution to authorize the business manager of Richland #44 School District to destroy the following records from July 2009 - June 2010: Bank Statements, canceled checks, deposit books/slips, paid bills, purchase orders, food service records, worker@s compensation reports, unemployment reports, teacher retirement reports, social security reports, withholding reports, time cards, receipt slips, duplicate reports of budget, and duplicate copies of financial reports. These records will be destroyed by incineration. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried. All teaching contracts have been returned. Motion by Flaa, second by Myers to approve teacher contracts for the 2015-2016 school year. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried. *Notice of salaries for the 2015-2016 school year as approved:* Aamold, Mark \$33,372; Altendorf, Katherine \$43,999; Becker, Jackie \$50,948; Carlson, Tiffany \$41,334; Clark, Harry \$57,013; Clark, Monica \$45,295; Cose, Mary \$56,111; Godfrey, Tim \$90,000; Hannasch, Benjamin \$33,000; Harris, Jill \$43,357; Heyen, Julie \$48,063; Hudson, Melissa \$45,712; Kath, Jennifer \$15,698; Klein, Laurie \$45,015; Krueger, Lenny \$39,442; Margerum, Doug \$37,277; Margerum, Megan \$36,262; Rieger, Faith \$21,614; Stenseth, Christy \$40,753; Syvertsen, Vicki \$44,064; Taszarek, Tami \$40,621; Viland, Evonne \$28,248; Vorachek, Lois \$39,038; Workin Lora \$50,260; Workin, Lowell \$52,334

**Superintendent Report:** Godfrey made a recommendation to approve hourly pay schedule for bus driver activity pay as follows: Activity Bus Driver: \$12.50/hour, Mini Bus Driver: \$12/hour, Suburban Driver: \$10/hour. Note: all drivers holding a CDL license will be paid at bus driver rate regardless of vehicle. Motion by Mickelson, second by Foley to approve the recommended schedule as presented. *Amundson Y, Myers Y, Mickelson Y, Haverland Y, Foley Y, Flaa Y, Evanson Y.* Carried. Godfrey gave quick updates on sandbox & pea rock update for elementary playground, bullying prevention curriculum that will be implanted at the elementary school, and purchase of freezer for kitchen in Aber after current freezer quit working. Godfrey shared with the board his goal to develop a long range plan as superintendent that includes aspects for staffing, curriculum, finance, and other key points to start thinking about. (att).

**Board Comments:** Amundson would like to thank Tom & Cassie Wulfekuhle for all their donated time and help with athletics at Richland #44 with emphasis on their commitment to the volleyball program this summer.

Motion by Flaa, seconded by Haverland to adjourn the July meeting. Carried Next meeting will be Tuesday, August 11 at 6:30am

Business Manager

**Board President**