

BILLINGS COUNTY SCHOOL DISTRICT #1
Minutes of Regular Meeting
November 14, 2017
UNOFFICIAL MINUTES
(Subject to review and revision by the board)

The regular monthly meeting of the Billings County School Board was called to order at 5:00 p.m. MT, Tuesday, November 14, 2017, at the DeMores School in Medora. Present were members Lynn Arthaud, Joey Kessel, Stacey Kessel, Mike Klatt, and Julie Reis. Also present for all or part of the meeting were Principal Shae Peplinski, Assistant Principal Danielle O'Brien, Business Manager Tammy Simnioniw, Maintenance Shawn Thomas, Carrie Wanner, Russ Lapp, Marjorie Jensen, Liz Odermann, Lynn Peterson, DeeAnn Bock, Jessi Polensky, Jerica Romanyshyn, and John Romanyshyn.

Reis moved, Stacey Kessel seconded, to approve the consent agenda, which included the Minutes from the October 10 regular meeting and the November 1 special meeting, the attached check list, and the addition of five items to the agenda. All in favor.

Shawn Thomas provided a written and verbal report on maintenance issues which included a list of items that need to be addressed as follows. There is major settling of the foundation in the electrical room at DeMores along with an evaporation pipe on the gas boiler that needs to be sloped differently. Also there are several ballasts going out on the outside lights of the DeMores School. Thomas stated that the ballasts are old and replacement parts difficult to get. He requested that these be changed out to LED lights. Thomas was instructed by the board to get estimates on repairs for these items. Thomas reported that he had identified several areas around the DeMores School where mud jacking is needed and rain water runoff needs to be addressed with some major landscaping work. The board agreed this work was needed and that estimates should be obtained for work to be completed in the spring or summer.

Thomas obtained quotes for gutter installation for the new storage garage at Prairie. Project Pro's estimate was \$804, Perry Roofing \$1,024, and ABC Seamless \$2,695.14. Joey Kessel moved, Klatt seconded to award the project to Project Pro for the quoted estimate. Roll call vote with all in favor.

Klatt moved, Stacey Kessel seconded, to call for fuel oil bids with sealed bids to be opened at the December regular board meeting. Roll call vote with all in favor.

Peplinski and O'Brien reported on upcoming events.

High school transportation was discussed. Arthaud and Joey Kessel will meet with the South Heart and Belfield committees to discuss options. Bus patrons were present and voiced their concerns regarding bus transportation issues. Policies FAAA and IEAC were on the agenda. Stacey Kessel moved, Reis seconded, to table making any changes until high school transportation decisions were finalized. Roll call vote with all in favor.

O'Brien informed the board that schools are now being required to have ADA compliant websites. She and Peplinski have been working with EduTech to obtain training to transition the Billings County School District website to become ADA compliant. Along with that, school boards must adopt policies and regulations to address this issue. Stacey Kessel moved, Klatt seconded, to approve the first reading to adopt policy ABDA Accessibility Policy. Roll call vote with all in favor. Reis moved, Joey Kessel seconded, to adopt board regulation ABDA-BR1 Website Accessibility. Roll call vote with all in favor. Joey Kessel moved, Reis seconded, to adopt board regulation ABDA-BR2 Website Accessibility Concerns, Complaints and Grievances. Roll call vote was taken with all in favor. The board reviewed and approved with no changes Exhibit ABDA-E1 Website Accessibility Complaint and Grievance Form and ABDA-E2 Website Accessibility Statement.

Simnioniw reported on DOT plans to do major repairs on the Medora east exit bridge and the Fryburg bridge. Comments were solicited so Simnioniw provided information to the DOT on the impacts to the school district bus routes for these projects if work is done during the school year.

Simnioniw, DeeAnn Bock, and Lynn Peterson requested to purchase a new accounting system. The new system is used by 85% of the schools in North Dakota and is much more user friendly than the one currently used. The annual support costs for the new system will be approximately \$1,000 less per year

than for the current system. The current accounting system is doing an upgrade in January and will charge \$1,000 for this upgrade. Our annual support contract will be up for renewal in May. There will not be enough time to transition and train for the new system prior to the January upgrade and if we don't do the upgrade, the current accounting system will no longer work. Reis moved, Klatt seconded, to approve paying for the \$1,000 upgrade and convert to Software Unlimited with a targeted go-live date of April 1. Roll call vote with all in favor.

Simnioniw reported that she had attended the WDEA conference in Dickinson where Senator Rich Wardner provided information on a proposed legislative change to the way the oil and gas gross production tax distributions are handled. With the proposal as it stands, the Billings County School District could experience a potential decrease in revenue of around \$700,000. Simnioniw is serving on the WDEA Education Committee whereby area school administrators study the impacts and provide feedback to the legislature.

Legal counsel was contacted to request advice on how to transition from three-year terms of office to four-year terms of office for school board members and how to restructure the board to the new two Director District structure. Simnioniw provided the board with the information obtained by legal counsel on how to proceed. Various options were outlined. The board will review and determine the course of action to take at the December meeting.

Simnioniw attended training from BCI on procedures and auditing requirements for background checks. Any persons who are provided information on background checks conducted must be trained and tested by BCI. The board members may participate in interviewing candidates, but cannot have any knowledge of the results of the background checks unless they are named as authorized users and receive the proper training and testing. It was the consensus of the board that classified staff background checks be conducted for top candidates for all vacant positions and the administrators receive the results and only schedule interviews with acceptable candidates after receiving the background checks results. Joey Kessel moved, Klatt seconded, to name the Principal, Assistant Principal, and Business Manager as authorized users for the District. Roll call vote with all in favor.

Discussion was held on the method of evaluating the Principal. The board was provided the Marshall evaluation tool for conducting an evaluation of the Principal. Arthaud asked that they mail her the results by December 5.

A DeMores student who was a Billings County resident moved into Golden Valley County and is requesting to be open-enrolled to remain in DeMores School. Reis moved, Joey Kessel seconded, to approve this request. Roll call vote with all in favor.

The board discussed the method of involving the public in the decision on whether to go forward with the Prairie Expansion Project. It was decided to hold two public meetings. A public input meeting will be held at Prairie School at 6:00 p.m. on Monday, December 4, 2017, and at DeMores School in Medora at 6:00 p.m. on Monday, December 11, 2017. At the end of the input meetings, attendees will be given a survey asking their opinion on whether they are in favor of the expansion or not. The meetings will be advertised on the school website, through the school newsletter mailings, at 4Corners Café, Belfield and Medora Post Offices and Banks, the BC Courthouse, and through radio and newspaper ads.

There was no RESP report as no meeting had been held in November.

Stacey Kessel, O'Brien, and Simnioniw reported on the School Law Seminar and School Board Convention sessions.

Arthaud reported that Simnioniw had received a Bronze Medallion Certificate of Merit at the School Board Convention for the trainings she has obtained in her role as Business Manager.

Arthaud also stated that since she had been absent from the July annual meeting in which board members declared conflicts of interest, she wished to declare a conflict of interest at this time that her spouse was on the Billings County Commission.

The board members discussed times for winter school board meetings. Stacey Kessel requested that the January and February meetings be held during the school day to allow Student Council members to attend

at least a portion of the meeting with one meeting held at Prairie and another at DeMores. Definite times will be established at the December meeting. The December school board meeting was changed to 4:00 p.m. on Monday, December 11 at DeMores School in Medora with the public input meeting to follow.

Russ Lapp asked to speak. He commended the school staff on their dedication and thanked the board for allowing his son to remain enrolled after their move.

Klatt moved to adjourn, Joey Kessel seconded. All in favor. Meeting adjourned at 7:58 p.m.

Lynn Arthaud, President

Tammy Simnioniw, Business Manager