

**BILLINGS COUNTY SCHOOL DISTRICT #1**  
**Minutes of Regular Meeting**  
**April 17, 2018**  
**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 3:02 p.m. MT, Tuesday, April 17, 2018, at the DeMores School in Medora. Present were board members Lynn Arthaud, Joey Kessel, Stacey Kessel, 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, Clarence Sitter, John Marten, Jessie Berger, Liz Odermann, and Dan Schaff with KLJ.

The board and Principals were given a tour of the facility and grounds by Shawn Thomas and Jessie Berger. Recommended improvements were presented.

Board member Mike Klatt arrived at 3:40 p.m. and joined the board on the tour. The board reconvened in the board room at 3:50 p.m. to continue the regular meeting.

Joey Kessel moved, Reis seconded, to approve the consent agenda, which included the Minutes from the March 13 regular meeting and the March 21, April 3, and April 10 special meetings, the attached check list, and the addition of four items to the agenda. All in favor. The board reviewed committee meeting Minutes from April 3 and April 17.

Mr. John Marten presented a request for scholarship funds for students interested in attending the International Peace Garden arts and music camps. A decision was tabled and staff asked to review policies regarding awarding of scholarships and bring back to May meeting.

The board reviewed a letter from ND DPI approving the Prairie Expansion project. Arthaud reported on a meeting that she, along with the Principals, Maintenance Supervisor and Business Manager, attended with Mr. Calvin Dean, South Heart School Superintendent, as guest. Arthaud reported that Mr. Dean provided valuable input on various options regarding the school construction process. Dan Schaff, architect with KLJ, provided further information and concurred with the information obtained from Mr. Dean. The board was tasked with determining whether to bid the project with prime contractors (general, mechanical, and electrical) or to advertise for Construction Management at Risk (CMAR). After discussing the pros and cons of each option, Joey Kessel moved, Reis seconded, to bid the project with prime contractors. Roll call vote with Stacey Kessel, Reis, Arthaud, and Joey Kessel in favor and Klatt against. Motion carried.

Reis moved, Joey Kessel seconded, to contract with KLJ for architectural services for preliminary design services to include site survey and topographical drawings, geotechnical engineering, development of construction documents (architectural, structural, mechanical, electrical, civil engineering, bidding assistance, and construction administration) for the quoted cost of \$110,000. Roll call vote with Stacey Kessel, Reis, Arthaud, and Joey Kessel in favor and Klatt against. Motion carried.

Thomas reported on facility management and the safety inspection he conducted on playground equipment and several issues need to be addressed. Thomas provided information on a new kind of pepper spray. He asked staff if they would be interested in carrying this item while at school and most are in favor. The board asked that liability, school policy, and disposal of outdated cannisters be researched. This item will be placed on future agenda. Thomas also presented information on a security alert phone app. A decision on the use of this system was tabled until further research could be done to determine when the Electro-Watchman panic button agreement period ends and a cost comparison between the two can be determined.

The board was in favor of moving forward with the following projects/purchases utilizing contingency funds in the current budget if necessary: new stage curtains at Prairie; duct cleaning at both schools; removal of playground equipment not meeting safety codes and replacement with new safety recommended items at DeMores; new playground surface material at both schools; purchase of two zero turn lawn mowers; replacement of old freezers at both schools with a high efficiency walk-in freezer at

each location; new ADA compliant door knobs at DeMores (Prairie door knobs were replaced previously).

The board discussed whether to do a sealed bid or negotiations process for contracting for bus routes as the current contracts will expire at the end of this school year. Klatt moved, Stacey Kessel seconded, to advertise for sealed bids with bid opening at the May regular meeting. Roll call vote with all in favor. Stacey Kessel moved to advertise for a one-year contract due to the uncertainty of moving to a four day school year in the 2019-20 school year. Motion died for lack of a second. Klatt moved, Reis seconded, to advertise for a two-year contract. Arthaud, Reis, Klatt, and Joey Kessel in favor, Stacey Kessel opposed. Motion carried. Joey Kessel moved, Reis seconded, to bid the routes as unloaded miles. Roll call vote with no one voting in favor. Motion failed. At this time the meeting adjourned for the public strategic planning input meeting (6:05 p.m.).

A public input strategic planning meeting was held with Arthaud, Joey Kessel, Stacey Kessel, Klatt, Reis, Principal Peplinski, Assistant Principal O'Brien, Simnioniw, Thomas, Clarence Sitter, and Liz Odermann in attendance. The planning meeting adjourned at 6:40 p.m.

After a brief recess, the regular board meeting reconvened at 6:45 p.m.

Additional action and discussion regarding the bus transportation bidding ensued. Reis moved, Stacey Kessel seconded, that the bus route bids be put out round trip school to school mileage for each. Roll call vote with all in favor.

Negotiations committee reported that negotiations were complete and Simnioniw reported that the board had been sent the Minutes with the agreed to items identified. Joey Kessel moved, Stacey Kessel seconded, to ratify the negotiated agreement for the 2018-19 school year. Roll call vote with all in favor.

Arthaud reported that she had completed the Principal evaluation, met with Principal Peplinski to discuss, and filed it in the employee file. Arthaud reported that the evaluation was satisfactory. Joey Kessel moved, Reis seconded, to approve Principal Peplinski's evaluation. Roll call vote with all in favor.

Job descriptions for the Principal and Business Manager were discussed. The job descriptions committee was asked to work on policy along with the job descriptions and identify those impacted if job duties are reassigned. Committee members Reis and Stacey Kessel agreed. A special meeting to review the recommended changes will be held once the committee has completed its work. Principal contracts will not be issued until the job descriptions are finalized.

Peplinski reported that BCSD parents were surveyed to determine their interest in having Shawn Thomas act in the capacity of School Resource Officer in addition to his maintenance supervisor duties. The response was positive.

Resignation letters from Rebecca Boltz, Pre-K teacher at Prairie, Jennifer Muscha, Interventionist at Prairie, and Amanda Costas, para-professional at DeMores, were read. Klatt moved, Stacey Kessel seconded, to accept Boltz resignation. Roll call vote with all in favor. Reis moved, Joey Kessel seconded, to accept Muscha's resignation. Roll call vote with all in favor. Joey Kessel moved, Klatt seconded, to accept the resignation of Costas. Roll call vote with all in favor. The board extended their thanks to these individuals for their valued service.

Peplinski and O'Brien reported that departmentalization will occur at both schools with one-hour blocks for math and reading and 30 minute blocks for social studies and science. Upcoming events were also reported on.

Peplinski reported that BC Sheriff Pat Rummel is exploring with the BC Commission the option of utilizing the Glade School as a sub-station to provide office space for deputy sheriffs and the BC fire chief and for an ambulance bay once the Prairie expansion is complete and the building is no longer utilized by the school. This would provide better coverage in that area of the county for emergency services.

The principals also reported that there may be a need for a summer school program at Prairie. This will be explored further and more information provided at May meeting if need is determined to be necessary.

O'Brien reported that the BCSD website is now ADA compliant. With strict adherence to ADA compliancy regulations, it will no longer be possible to outsource website management. O'Brien and Peplinski are named ADA compliancy officers so must monitor that all content placed on the website is acceptable. The board requested that a letter be sent to Kaitlyn Davis, who has been placing content on the website, thanking her for her service the past two years.

Policies were reviewed and acted upon as follows. Joey Kessel moved, Stacey Kessel seconded, to approve the second reading of the amended Elections Policy BBA. Roll call vote with all in favor. Klatt moved, Reis seconded, to approve the second reading of the amended Open Enrollment Policy FAAA. Roll call vote with all in favor. IEAC was approved for a first reading at the March meeting but was further amended. Therefore, a first reading was now needed. Reis moved, Joey Kessel seconded, to approve the first reading of the amended Busing and Family Transportation Policy IEAC. Roll call vote with all in favor.

Simnioniw reported that an insurance settlement check was received from ND Insurance Department in the amount of \$3,034.53 for the damage caused by water leak in classroom and hallway at Prairie School. Simnioniw also reported that the conversion to a new accounting software is currently underway.

Simnioniw reported that Eric Bock is running un-opposed for the two-year position being vacated by Lynn Arthaud, and Anita Thomas and Clarence Sitter are running for the four-year position being vacated by Stacey Kessel. The school election will be held in conjunction with the County election.

Roughrider Electric Cooperative is requesting a 99 year easement for sites on the east and west sides of the DeMores school property for underground electrical systems. Joey Kessel moved, Klatt seconded, to approve this request. Roll call vote with all in favor.

The Dickinson Public Library is requesting to use DeMores school grounds or, in case of inclement weather, the school library for their May 19 summer reading kickoff event with the facility usage fee waived. The event will be from 11:00 a.m. to 1:00 p.m. Stacey Kessel moved, Reis seconded, to approve this request. Roll call vote with all in favor.

The May regular board meeting was changed to May 15 at 1:00 p.m. at Prairie School in Fairfield. A tour of facilities and grounds will take place at the beginning of the meeting with the regular agenda to follow.

Joey Kessel presented a request that ways be found to shorten the length of time for board meetings. He suggested time limits on discussion and if no resolution, the discussion item be tabled until next meeting.

Joey Kessel moved, Klatt seconded, to adjourn. All in favor.

The meeting adjourned at 8:20 p.m.

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Lynn Arthaud, President

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Tammy Simnioniw, Business Manager