

BILLINGS COUNTY SCHOOL DISTRICT #1
Minutes of Annual Meeting

July 17, 2018
UNOFFICIAL MINUTES
(Subject to review and revision by the board)

The annual meeting of the Billings County School Board was called to order at 5:00 p.m. MT, Tuesday, July 17, 2018, 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, Anita Adams, Eric Bock, Jessie Berger, Marjorie Jensen, and Markie Toso.

Klatt moved, Joey Kessel seconded, to approve the consent agenda, which included the Minutes from the June 20 regular meeting, the attached check list, and the addition of five items to the agenda. All in favor.

Old Business was dealt with prior to seating the newly elected board members.

Principal O'Brien reported on the status of the Prairie Expansion Project. Dan Schaff, KLJ architect, requests to meet with the board on July 23 to present architectural designs. A decision on holding a special meeting was tabled until new board members are seated.

Thomas gave information on bulk storage tanks for fuel for activity and maintenance vehicles. Klatt moved, Stacey Kessel seconded, to table a decision until new board members are seated. Roll call vote with all in favor.

Principal Peplinski requested a \$2,500 stipend for the teacher at Prairie teaching a Preschool and Kindergarten combination classroom due to the preparation required for that level. The board expressed concern for setting a precedent as other teachers have two-level combination classrooms and are not given additional compensation. Klatt moved, Reis seconded, to deny the request for additional compensation. Roll call vote with all in favor.

Peplinski asked the board if they wanted to commit to adding responsibilities to Shawn Thomas as a School Resource Officer in addition to his maintenance duties. Joey Kessel moved, Reis seconded, to approve to add this role to Thomas. Roll call vote with all in favor. Compensation was discussed. Peplinski was asked to follow up with the Billings County Sheriff's Department to see if they would be willing to cost-share on the stipend for Thomas.

Thomas discussed the DeMores landscaping needs. It was determined that the scope of the project was large enough to warrant obtaining the services of an engineer to design the project and develop bidding specifications. Joey Kessel moved, Stacey Kessel seconded, to advertise for qualifications for a civil engineer for this project. Roll call vote with all in favor.

Simnioniw presented a report on the District's investment performance for the past year. Reis moved, Klatt seconded to approve the Investment Report for fiscal year ending June 30, 2018. Roll call vote with all in favor.

Simnioniw presented the pledged assets report noting that there were adequate pledges to cover deposits. Klatt moved, Joey Kessel seconded, to approve the pledged assets report. Roll call vote with all in favor.

The board reviewed a proposal from Valuations Northwest, Inc. to do an assessment of the DeMores and Prairie fixed assets which would be used in determining replacement cost for insurance purposes. Reis

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moved, Joey Kessel seconded, to approve the request to contract with Valuations Northwest, Inc. for \$2,065 for fixed asset valuation. Roll call vote with all in favor.

Stacey Kessel and Peplinski gave RESP report. It is looking favorable that Dickinson Public Schools will join RESP. That will be financially beneficial to the organization. Kessel also stated that there would need to be a replacement for her on the RESP board. This will be determined once new members are seated.

Reis requested that the Business Manager evaluation be placed back on the agenda since a motion hadn't been made regarding the report at the last board meeting. Arthaud reported that the majority of the responses on the evaluation were satisfactory to exceeds expectations. Reis moved to approve the Business Manager evaluation with a copy of the compiled report provided to each board member with the original individual evaluations returned to each member. The motion died for lack of a second. Klatt moved, Joey Kessel seconded, to approve the Business Manager evaluation. Roll call vote with Arthaud, Joey Kessel, Stacey Kessel, and Klatt in favor and Reis against. Motion carried.

Simnioniw presented the DPI annual financial report for fiscal year ending June 30, 2018. Klatt moved, Reis seconded, to approve the report. Roll call vote with all in favor.

Klatt moved, Stacey Kessel seconded, to adjourn the meeting for the 2017-18 fiscal year. All in favor. The meeting was then called to order for the 2018-19 fiscal year with Anita Adams seated for a four-year term and Eric Bock seated for a two-year term. Lynn Arthaud and Stacey Kessel retired from board service and were thanked for their valuable contributions.

Members declared conflicts of interest as follows. Adams, Klatt, and Reis had no conflicts of interest to report. Joey Kessel reported that Joe Kessel, his father, is a County Commissioner. Eric Bock reported that his wife, DeeAnn Bock, is an employee of the Billings County School District.

Election of officers was conducted. Klatt nominated Joey Kessel as president. Reis moved that nominations cease and a unanimous ballot be cast for Joey Kessel, Bock seconded. Roll call vote with all in favor. Klatt nominated Eric Bock as vice president. Reis moved that nominations cease and a unanimous ballot be cast for Eric Bock, Adams seconded. Roll call vote with all in favor.

Principal Peplinski and Assistant Principal O'Brien presented policies for review and adoption. Proposed revisions to Field and Other School-Sponsored Trips Policy (FFF) were suggested. Klatt moved, Adams seconded, to table a first reading until the August meeting so language discussed could be presented clearly. Roll call vote with all in favor. Field and Other School-Sponsored Trips Administrative Regulation (FF-AR1) was reviewed by the board and consensus of board that it was acceptable as presented. A new policy Management of Student Activities Funds (HEAC) was presented. Reis moved, Klatt seconded, to approve the first reading to adopt this policy as presented. Roll call vote with all in favor.

O'Brien submitted a tuition waiver request for two Belfield School District students (a third grader and a seventh grader) to attend Prairie School. O'Brien reported that the class sizes were adequate to accommodate the additional students. Adams moved, Reis seconded, to approve the request. Roll call vote with all in favor.

Markie Toso, junior high instructor at DeMores, reported that she and Chelsea Raaen, junior high instructor at Prairie, plan to add a Shop/STEM/Home Economics curriculum for their students. Ms. Toso requested that \$2,000 be added to the budget for the supplies needed for both schools for this curriculum. It was the

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consensus of the board that this amount be added to the budget for the 2018-19 fiscal year.

Peplinski reported that she contacted Larry Froehlic with MVP and he granted permission for our buses to use the MVP parking lot north of I-94 in Belfield for the transferring of students from the Route 4 bus and the Route 1 bus. The Route 1 bus will continue on to South Heart with high school students enrolled there and the Route 4 bus will continue to the Belfield school with those high school students.

O'Brien stated that there is now one-to-one iPad use for K-8 grades and requested if the board would like to continue with the \$20 per student technology fee and include K-8. Reis moved, Bock seconded, to assess a \$20 technology fee for students in Kindergarten through eighth grades. Roll call vote with all in favor.

Peplinski reported that there are 14 staff who committed to driving the activity bus and will take an online defensive driving course, which is a requirement for driving this type of vehicle.

The NDSBA policy services agreement is up for renewal at an annual maintenance rate of \$900. Information was presented regarding NDSBA policy services offering an option to prepare the board policy manual in an on-line format for an additional \$1,000 with a \$100 deduction if full member. Klatt moved, Adams seconded, to renew the NDSBA Policy Services agreement and also contract for services to place policies in an on-line format. Roll call vote with all in favor.

Simnioniw reported that she had been contacted by Mr. Wade Northrop, Superintendent of Belfield School District, requesting on behalf of the school board that their bus be allowed to use the Bill Kessel and Tom Hlebechuk bus turnarounds to transport open-enrolled elementary students to Belfield. Simnioniw stated that the Kessel turnaround is under an easement to the Billings County School District and the Hlebechuk turnaround is privately owned by Helebechuks. The board discussed various issues to consider with this request, primarily the liability risks for the Kessel turnaround since it was under the jurisdiction of the Billings County School District. Peplinski stated that she would discuss the concerns of the board with Mr. Northrop and see if there was another alternative. Klatt moved, Bock seconded, to table a decision until the next meeting date. Roll call vote with all in favor.

Klatt moved, Reis seconded, to designate the *Billings County Pioneer* as official newspaper for the District. Roll call vote with all in favor.

Adams moved, Klatt seconded, to designate health care professionals at Sanford Health, Wellness Chiropractic, and CHI clinics for DOT required health physicals, and Performance Truck Center, Westlie Truck Center, Wallworks Diesel, Nelson International, Harlow's, and Guy Tessier for DOT inspections of buses. Roll call vote with all in favor.

Klatt moved, Adams seconded, to appoint Principal Peplinski as District representative on the West River Student Services committee. Roll call vote with all in favor.

Klatt moved, Reis seconded, to establish the annual meeting calendar for the 2018-19 fiscal year with regular meetings scheduled for the second Tuesday of each month at 5:00 p.m. except for the July annual meeting which will be held the third Tuesday in July at 5:00 p.m.. Roll call vote with all in favor. It was confirmed that the public meeting for discussion on the tax levy and adoption of the budget will be held September 11 at 5:00 p.m. at DeMores School in Medora.

Reis moved, Klatt seconded, to appoint Anita Adams as District representative on the Roughrider Educational Services Partnership governing board for the 2018-19 school year. Roll call vote with all in favor.

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Bock moved, Adams seconded, to appoint Business Manager Simnioniw as the authorized representative for Title Programs for the 2018-19 school year. Roll call vote with all in favor.

Klatt moved, Bock seconded, to designate First State Bank of Golva as depository for regular working accounts, with investments to be made through Choice Financial Bank of Belfield, First State Bank of Golva, or Edward Jones public fund investment program. Roll call vote with all in favor.

A committee has been established for conducting a study of changing to a four-day school week beginning the 2019-20 school year. Klatt is serving on the committee and Bock volunteered to serve as well. Adams stated interest also and will serve as an alternate. Klatt moved, Reis seconded, to appoint Bock to the committee. Roll call vote with all in favor.

The preliminary budget for the 2018-19 school year was reviewed and revisions made to the original one presented. Discussion was held on whether to increase taxation levies, specifically the General Fund levy. Klatt moved, Bock seconded, to not increase the General Fund tax levy for the 2018-19 fiscal year. Roll call vote with all in favor. Discussion was held on whether to request Land Utilization (Bankhead Jones) funds from the county. Adams moved, Reis seconded, to request \$350,000 in LU funds for the upcoming fiscal year. Roll call vote with all in favor. Reis, Klatt, O'Brien, and Simnioniw will attend the next County Commission meeting to present a formal request for the funds. Bock moved, Klatt seconded, to approve a preliminary budget for the 2018-19 school year with noted changes. Roll call vote with all in favor.

The board reviewed a thank you card from Tasha Wanner.

Discussion was held on previously tabled agenda topic regarding obtaining bulk fuel tanks at Prairie and in Medora. It was the consensus of the board that it would not be enough of a cost savings to warrant the expense of purchasing tanks. Internal controls and liability concerns were also noted. Bock asked Simnioniw to check into the possibility of obtaining a federal excise tax rebate from the fuel purchased at the pump.

Thomas gave a written and verbal facilities report.

A special meeting was scheduled for Monday, July 23, at 9:00 a.m. at Prairie School for the purpose of reviewing architectural drawings for the Prairie Expansion Project and to revisit the request from Belfield Public School for the use of the Kessel and Hlebechuk bus turnarounds. The next regular school board meeting will be held Tuesday, August 14, at 5:00 p.m. at DeMores School in Medora.

Klatt moved, Adams seconded, to adjourn the meeting. All in favor.

Meeting adjourned at 8:40 p.m.

Joey Kessel, President

Tammy Simnioniw, Business Manager