

BILLINGS COUNTY SCHOOL DISTRICT #1
Minutes of Annual Meeting
August 14, 2018
UNOFFICIAL MINUTES
(Subject to review and revision by the board)

The regular meeting of the Billings County School Board was called to order at 5:00 p.m. MT, Tuesday, August 14, 2018, at the DeMores School in Medora. Present were members Anita Adams, Eric Bock, Joey 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, Shawn Thomas, and Jessie Berger.

Klatt moved, Reis seconded, to approve the consent agenda, which included the Minutes from the July 17 annual meeting and July 23 and August 9 special meetings, the attached check list, and the addition of one item to the agenda. All in favor.

A letter from Doss & Associates was reviewed by the board. They would not increase the insurance settlement for the water damage at Prairie School.

Unfinished Business:

Dan Schaff with KLJ was not able to attend. He will provide the finalized architectural drawings to Simnioniw by end of week.

Simnioniw reported that the District is required to submit a project plan to the State for approval for the DeMores Landscaping project once a landscape design and approximate costs are established. She further reported that she did not receive any responses to the Request for Qualifications for the project. She will make follow-up contacts with firms that called to make inquiry.

Shawn Thomas, Maintenance Supervisor, presented information on the Guard911 Alert System. A service agreement was reviewed by the board. The board asked Principal Peplinski to discuss pros and cons with BC Sheriff Pat Rummel and City Police Officer Russ Lapp and bring that information back to the board at next meeting. A decision to enter into the service agreement was tabled until more information is provided.

Discussion was held on the School Resource Officer (SRO) position and compensation. Peplinski and O'Brien were asked to work on details of an agreement between the BC Sheriff's Department and the BC School District in having a SRO. The board will then reconsider the designation of SRO and compensation once more information is provided.

Policies were reviewed. Klatt moved, Bock seconded, to approve the second reading of Policy HEAC Management of Student Activities Funds. Roll call vote with all in favor. Reis moved, Klatt seconded, to approve the first reading of Policy FFF with revisions noted. Roll call vote with all in favor.

O'Brien reported that Stephanie Klym accepted the cook position and Jackie Wolf accepted the reassignment to custodial position at Prairie School.

A policy committee was established consisting of Reis, Adams, Peplinski, and O'Brien. Kessel will serve as backup.

Principal Reports:

The Title IIA grant application for teacher and principal professional development was presented to the board. Adams moved, Reis seconded, to approve the Title IIA grant in the amount of \$7,267.00. Roll call vote with all in favor.

Peplinski presented the DeMores and Prairie compliance report. Both schools are considered to be in compliance with exceptions noted that an elementary position at each school was filled by student teachers working under a highly qualified teacher to fill the hard to fill vacancies. These student teachers will become certified in December. Bock moved, Adams seconded, to approve the compliance report for DeMores School. Roll call vote with all in favor. Reis moved, Klatt seconded, to approve the compliance report for Prairie School. Roll call vote with all in favor. Adams moved, Reis seconded, to approve the District-Wide compliance report. Roll call vote with all in favor.

A letter of resignation effective September 30, 2018, due to retirement was submitted by Lynn Peterson for the District Secretary position. Klatt moved, Reis seconded, to accept the resignation. Roll call vote with all in favor. The board extended their thanks for her 36 years of dedicated service.

The vacancy was considered with review of the terms, specifically whether to retain as 12-month position or cut back in summer months. Bock declared a conflict of interest at this point and stated that he would recuse himself from discussion and voting. Klatt moved, Reis seconded, to recuse Bock from discussion and voting on the District Secretary position. Roll call vote with all in favor. After discussion, Klatt moved, Adams seconded, to change the District Secretary position from a 12-month position to a 10-month position. Roll call vote with Adams, Kessel, Klatt, and Reis in favor. Klatt moved, Reis seconded, to reassign DeeAnn Bock from Office Assistant position to District Secretary position at her current wage. Roll call vote with Adams, Kessel, Klatt, and Reis in favor.

Peplinski reported that she and O'Brien attended NDCEL conference and that she and DeeAnn Bock attended Food Service Administrator training. O'Brien reported that there would be an In-service for all staff and Open House for students and parents on August 21. A mandatory pre-bid meeting for all interested contractors for the Prairie Expansion Project is scheduled for Monday, August 27, at 2:00 p.m. at Prairie School.

Business Manager Report:

Propane bids are needed. Reis moved, Adams seconded, to call for propane bids with bid opening scheduled for September 11 at the regular board meeting. Roll call vote with all in favor.

The board was provided the Whistleblower Protection Policy ACF to review. Board, staff, and parents are all required to review this policy annually.

New Business:

Thomas provided a maintenance report on completed work and upcoming issues to address. The board toured a classroom that had been retrofitted from fluorescent lights to LED lights. Reis moved, Bock seconded, to move forward with retrofitting lighting at both schools as time and budget permits. Roll call vote with all in favor.

Reis reported that she and Simnioniw had attended the BC Commissioners meeting to request Land Utilization (Bankhead Jones) funds. The commissioners granted \$350,000 to the school district.

Job descriptions for District Principal, Assistant Principal, and Business Manager were reviewed and discussed. The District Principal will take on the role of School Nutrition Program Director for School Food Service and Federal Programs and oversee operation of the school transportation system. Overseeing operation and maintenance of district facilities was moved to Maintenance Supervisor. These duties had formerly been the responsibility of the Business Manager. The DOT coordinator assignment was discussed. It currently is the responsibility of the Business Manager. O'Brien volunteered to take on that responsibility. A straw vote was taken on whether to reassign that responsibility. Adams, Kessel, and Reis were in favor of moving it from Business Manager to Assistant Principal and Bock and Klatt against. The noted changes will be brought back to next meeting for final approval. Reis will provide suggested language from NDSBA regarding supervisory duties.

Peplinski reported that the RESP kickoff event is scheduled for August 15. She was asked to serve on the advisory board.

An open enrollment request was considered for a former DeMores student who moved into Belfield Public School District but is requesting to remain enrolled at DeMores. Klatt moved, Adams seconded, to approve this request. Roll call vote with all in favor.

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

Meeting adjourned at 7:40 p.m.

Joey Kessel, President

Tammy Simnioniw, Business Manager