

BILLINGS COUNTY SCHOOL DISTRICT #1
Minutes of Regular Meeting
June 9, 2020
UNOFFICIAL MINUTES
(Subject to review and revision by the board)

The regular meeting of the Billings County School Board was called to order by President Joseph G. Kessel at 5:05 p.m. MT, Tuesday, June 9, 2020. Present on site were board members Eric Bock, Kwirt Johnson, Joey Kessel, and Julie Reis. Anita Adams joined via teleconference/video conference. Also present on site were District Principal Shae Peplinski, Assistant Principal Danielle O'Brien and Business Manager Tammy Simnioniw. Present via tele/video conference for all or part of the meeting was Maintenance Supervisor Pete Hegge, Erika Honeyman, Rita Ennen, Gary Meduna, Lori Armbrust, and Darnell Malkowski.

Reis moved, Bock seconded, to approve the consent agenda, which included the Minutes from the May 11 regular meeting, and the May 27 Finance Committee meeting, the payment list, financial reports, and the addition of one agenda item. All in favor.

Pete Hegge gave a written and oral maintenance report. Hegge and Peplinski updated the board on the status of the DeMores landscape project. Peplinski reported that approval was granted by the City for signage on the playground regarding health risk.

Bus bids were opened by Kessel and read as follows. Gary Meduna submitted a bid for Route 1 in the amount of \$2.49 per mile for gasoline bus with base bid of \$1.99. Bus and drivers were identified. Peter Odermann submitted a bid for Route 2 in the amount of \$2.50 per mile for 131 miles with base bid of \$2.39. No bus or drivers were identified. Dennis O'Brien submitted a bid for Route 3 in the amount of \$2.78 per mile for a diesel bus. Base was stated to be price as of 6/08/20. Bus and drivers were identified. Kathy Malkowski submitted a bid for Route 4 in the amount of \$2.65/mile for a gasoline bus. No base was recorded. Bus and drivers were identified. Dennis O'Brien submitted a bid for Route 6 in the amount of \$2.75 per mile for a gasoline bus. Base was stated to be price as of 6/08/20. Bus and drivers were identified.

Reis moved, Adams seconded, to accept the bid as presented for Route 1 by Gary Meduan. Roll call vote with all in favor. Johnson moved, Bock seconded, to reject Peter Odermann's bid for Route 2 noting that the bus and drivers were not identified as was required in the bid request. Roll call vote with all in favor. Bock moved, Reis seconded, to reject Dennis O'Brien's bid for Route 3. Roll call vote with all in favor. Bock moved, Johnson seconded, to accept the bid as presented for Route 4 by Kathy Malkowski. No base was noted so the base will be set at \$1.99 determined by gas price on 6/9/20. Roll call vote with all in favor. Bock moved, Adams seconded, to reject Dennis O'Brien's bid for Route 6. Roll call vote with all in favor.

Rita Ennen presented a proposed budget totaling \$44,701.47 for library services for 2020-21. She also requested that the board assist with the cost of a new generator in the amount of \$2,025.97 that was needed for the bookmobile. Reis moved, Johnson seconded, to accept the proposed budget for library services for 2020-21 school year. Roll call vote with all in favor. Bock moved, Adams seconded, to approve payment of \$2,025.97 for the bookmobile generator. Roll call vote with all in favor.

The strategic planning portion of the meeting began at 6:05 p.m. Peplinski, O'Brien, and Simnioniw presented the information. Johnson moved, Reis seconded, to approve the BCSD three and five year strategic plan. Roll call vote with all in favor.

Erika Honeyman discussed the postponement of the Close-Up trip due to the pandemic. She is proposing that this group (even if they are this year's graduates) go on the trip in the summer of 2021. A deposit has been made by each family and will be honored for a year by the Close-Up organization. Johnson moved, Reis seconded, that due to the pandemic circumstances the use of the Close-Up funds raised for the 2020 summer will be extended to be used for summer 2021 Close-Up trip by same participants. Roll call vote with all in favor.

The board reviewed templates of job descriptions obtained from NDSBS for Superintendent and Principal positions. Reis revised the Superintendent job description to fit the Assistant Superintendent position. Johnson moved, Adams seconded, to approve the Superintendent job description as presented (CAAA-E) with removal of the brackets identifying supervision of classified staff with business manager an exception. Roll call vote with all in favor. Adams moved, Reis seconded, to approve the Assistant Superintendent job description as presented (CABB-E1) with removal of the brackets identifying supervision of classified staff with business manager an exception. Roll call vote with all in favor.

Adams moved, Johnson seconded, to approve the Principal job description as presented (CABB-E2). Roll call vote with all in favor.

It was determined that the business manager would communicate need for overtime and requests for leave to Superintendent. The Superintendent's requests for leave on the time management system would be approved by business manager.

The finance committee consisting of Joey Kessel and Kwirt Johnson met with Peplinski and O'Brien to negotiate their contract for the 2020-21 fiscal year. They proposed a \$3,000 increase for each with a 200 day contract. An addendum for O'Brien's contract for assistant technology coordinator with compensation at \$4,000 was approved previously in the technology budget. It was proposed that an addendum to Peplinski's contract be approved for Special Education Case Manager and 504 Coordinator with compensation of \$7,000. Reis moved, Adams seconded, to approve the finance committee's recommendation for the \$3,000 increase for each administrator above the 2019-20 contract. Roll call vote with all in favor. Reis moved, Johnson seconded, to approve the addendum to Peplinski's contract for Special Education Case Manager and 504 Coordinator compensated at \$7,000. Roll call vote with all in favor.

Peplinski reported that all teaching staff are hired. There still is an ongoing search for para positions at each school. O'Brien reported that she and Peplinski had held meetings with Rita Ennen and the County Commissioners regarding opening of the DeMores and Prairie libraries to the public. All agreed to open the DeMores library to the public as of July 1, 2020. Public restrooms will not be available. At this time, the Prairie library will remain closed and the bookmobile will not be accessible to the public.

Simnioniw provided information on quotes for audit of 2019-20 fiscal year. Only one quote was submitted. The board would like an attempt be made to obtain quotes from additional accounting firms. Simnioniw presented the family transportation compensation report and a report listing high school and special education payments made for 2019-20 fiscal year.

Simnioniw discussed end of fiscal year bills payment options. Bock moved, Johnson seconded, to allow the business manager to pay bills prior to June 30, 2020, and present at the July meeting. Roll call vote with all in favor.

O'Brien presented a tuition waiver request for a Dickinson Public School student who wishes to attend Kindergarten at Prairie School in the fall. Reis moved, Adams seconded, to approve the request. Roll

call vote with all in favor.

Financial projections for 2020-21 fiscal year were discussed. Johnson moved, Bock seconded, to request \$350,000 in Bankhead Jones (LU) funds from Billings County. Roll call vote with all in favor. Reis and Adams will attend commission meeting to request the funds.

Policies presented for a first reading included FACA Placement & Adjustment of Transfer Students, IDC Data Protection & Security Breaches, FACB Student Transfer & Withdrawal Records, and BCBB-BR News Coverage of Board Meetings Regulations. Kessel moved, Reis seconded, to approve the first reading of these policies. Roll call vote with all in favor. Adams moved, Johnson seconded, to approve the second reading to amend policy DHA Licensure. Roll call vote with all in favor.

Peplinski gave the RESP report.

Thank you cards from Emma Bock and Tanner Wanner were read by the board.

The next meeting date was established for Tuesday, July 21 at 5:00 p.m. Reis moved, Johnson seconded, to adjourn. All in favor. Meeting adjourned at 8:15 p.m.

Joey Kessel, President

Tammy Simnioniw, Business Manager