

BILLINGS COUNTY SCHOOL DISTRICT #1
Minutes of Annual Meeting
July 21, 2020
UNOFFICIAL MINUTES
(Subject to review and revision by the board)

The annual meeting of the Billings County School Board was called to order by Joey Kessel at 5:00 p.m. MT, Tuesday, July 21, 2020, at the DeMores School in Medora. Present on site were board members Eric Bock, Kwirt Johnson, Joey Kessel, and Julie Reis. Anita Adams was present via teleconference. Also present for all or part of the meeting were Superintendent Shae Peplinski, Assistant Superintendent Danielle O'Brien, Business Manager Tammy Simnioniw, Dana Tescher, Pete Odermann, Jan Kuchera, and Jessie Berger.

Eric Bock was re-elected to the school board for District 1 and Joseph G. Kessel was re-elected for District 2. Both were seated for a new four-year term.

Bock nominated Joseph G. Kessel for President. Reis moved, Johnson seconded, that nominations cease, and a unanimous ballot be cast for Joseph G. Kessel as President. Roll call vote with all in favor. Reis nominated Eric Bock for Vice President. Johnson moved, Adams seconded, that nominations cease, and a unanimous ballot be cast for Eric Bock as Vice President. Roll call vote with all in favor.

Members declared conflicts of interest as follows. Adams, Johnson, 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.

Bock moved, Johnson seconded, to approve the consent agenda, which included the Minutes (with corrections to spelling of names/organization) from the June 9 regular meeting, the attached payment list, the 2020 fiscal year financial reports, and the addition of three items to the agenda. All in favor.

Bus contract bids were opened by Kessel. One bid was received for Route 2 from Peter Odermann. He bid for 131 miles per day at \$2.50 per mile with a base bid of \$1.99. One bid was received for Route 3 from Dennis O'Brien. He bid for 93 miles/day at \$2.67 per mile for diesel bus based off of July 16, 2020 prices. One bid was received for Route 6 from Dennis O'Brien. He bid for 92 miles per day at \$2.64 per mile for a gasoline bus based off of July 16, 2020 prices. Reis moved, Adams seconded, to accept the bus bid from Pete Oderman for Route 2 at \$2.50 per mile with a base of \$1.99. Roll call vote with all in favor. Reis moved, Bock seconded, to accept the bus bid from Dennis O'Brien for Route 3 at \$2.67 per mile and base bid at July 16, 2020 price. Roll call vote with all in favor. Bock moved, Johnson seconded, to accept the bus bid from Dennis O'Brien for Route 6 at \$2.64 per mile and base bid at July 16, 2020 price. Roll call vote with all in favor.

Discussion was held on obtaining legal counsel as needed and identifying a law firm to work with. Recommendations were received with the majority of schools responding giving positive recommendations for services obtained by Pierce and Durrick.

Simnioniw reported that she had sent out a request for quotes from CPA's. One quote was received and it was from Schmitz-Holmstrom with a one-year option or a three-year option. Bock moved, Adams seconded, to accept the three-year agreement option with Schmitz-Holmstrom. Roll call vote with all in favor.

Peplinski reported on the status of the DeMores Landscaping Project. Underground irrigation system is almost installed. Landscaping and grass seeding to follow. She also reported that we have a \$2,500 tree grate that was not used. It was the consensus of the board to sell it for what we can get. Peplinski

provided a quote from Ellingson Plumbing, Heating, A/C & Electrical in the amount of \$9,647 for replacement of several toilets at DeMores and Prairie schools. Johnson moved, Reis seconded, to go forward with performing the work as bid. Roll call vote with all in favor.

Chelsea Raaen, Prairie teacher, requested leave for maternity and childcare from approximately September 18, 2020 through January 4th, 2021, using a combination of accumulated personal and sick leave and also requested if donated leave from staff would be approved. The board would like additional time to review policies and requested Simnioniw to determine if there were tax implications for the donor and the receiver of the donated leave. No decision was made at this time.

Peplinski presented a tuition waiver request for a Belfield Public School student who would like to attend fifth grade at DeMores School. Peplinski reported that there was space available in the classroom. Bock moved, Johnson seconded, to approve the request. Roll call vote with all in favor.

Peplinski requested that the DeMores secretary be given an additional raise over what was approved for all classified staff due to the nature of the work she is responsible for. Bock declared a conflict of interest at this point and asked to be excused from discussion and acting on a decision. The board concurred. Simnioniw was asked by the board to provide them with a list of current staff wages and years of service for each. Reis moved, Adams seconded, to table until August meeting. Roll call vote with Adams, Johnson, Kessel, and Reis in favor.

Peplinski reported that the interview committee recommends hiring Krista Lund as para-professional for DeMores School. She has 11 years of experience so Peplinski asked that her starting wage be \$17 per hour. Bock moved, Johnson seconded, to approve hiring Krista Lund for para at \$17 per hour. Roll call vote with all in favor. O'Brien reported that the interview committee recommends hiring Kathy Solga for the Prairie School. She does not have prior para experience so the recommendation was to have her starting wage at \$14 per hour with a thirty-five cent per hour increase once para certification was obtained. Reis moved, Adams seconded, to approve hiring Kathy Solga for para at Prairie School with starting wage set at \$14 per hour. Roll call vote with all in favor.

Peplinski read a letter of resignation from John (Pete) Hegge, Maintenance Supervisor, with effective date July 31, 2020. Johnson moved, Reis seconded, to accept John (Pete) Hegge's resignation. Roll call vote with all in favor.

Peplinski and O'Brien discussed school re-opening guidelines. Parent and staff surveys came back overwhelmingly in support of on-site instruction. It was the consensus of the school board to go forward with developing plans for face-to-face attendance. Plans will be developed and presented for approval at the August board meeting.

Simnioniw presented an investment report for period ending June 30, 2020. Reis moved, Johnson seconded, to approve the report. Roll call vote with all in favor. District pupil membership and transportation reports were reviewed by the board. Adams moved, Bock seconded, to approve the reports as presented. Roll call vote with all in favor. The pledged assets report was reviewed for quarter ending June 30, 2020. Johnson moved, Reis seconded, to approve the report and noted that pledged assets were adequate to cover deposits. Roll call vote with all in favor.

Simnioniw reported that Valuations Northwest provided the finalized inventory reports for the property at DeMores and Prairie schools. This report was forwarded on to our property insurance provider.

The Village EAP contract was discussed. Reis moved, Bock seconded, to approve renewing the contract for a three year period at \$1,500 for first year. Roll call vote with all in favor.

The NDSBA Policy Services agreement was reviewed. Reis moved, Johnson seconded, to approve renewal of the policy agreement for 2020-21 year for \$800. Roll call vote with all in favor.

Simnioniw informed the board that the ending fund balance was in excess of what was allowed by NDCC. The financial report being submitted to DPI was reviewed by the board. Adams moved, Bock seconded, to approve the financial report for fiscal year ending June 30, 2020. Roll call vote with all in favor.

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

Adams moved, Bock seconded, to designate any DOT certified vendor 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.

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

Johnson moved, Adams seconded, to establish the annual meeting calendar for the 2020-21 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.

Reis moved, Bock seconded, to appoint Anita Adams as District representative on the Roughrider Educational Services Partnership governing board for the 2020-21 school year. Roll call vote with all in favor.

Bock moved, Reis seconded, to appoint Shae Peplinski as the authorized representative for Title Programs, Homeless Liaison, Ell Coordinator, and 504 Coordinator for the 2020-21 school year. Roll call vote with all in favor.

Kessel moved, Johnson seconded, to appoint Danielle O'Brien as Behavioral Health Coordinator for the 2020-21 school year. Roll call vote with all in favor.

Johnson 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.

The following committee designations were established. Reis and Bock on Transportation committee, Bock and Kessel on Buildings/Grounds/Equipment/Food Service committee, Kessel and Johnson on Negotiations and Finance committee, and Reis and Adams on Policy committee.

The preliminary budget for the 2020-21 school year was reviewed. Johnson moved, Reis seconded, to increase the general fund tax levy by eight percent. Roll call vote with all in favor. Adams moved, Bock seconded, to approve the preliminary budget for the 2020-21 fiscal year with noted changes. Roll call vote with all in favor.

The August regular meeting will be held August 11, 2020, at 5:00 p.m. at DeMores School in Medora. Kessel moved, Reis seconded, to establish the public input meeting and finalization of the 2020-2021 budget at the August 11 meeting with public input meeting beginning at 6:00 p.m.. Roll call vote with all in favor. (It was later determined that the public input meeting would need to be held in September.)

Peplinski stated there was no RESP report this month.

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Adams moved, Johnson seconded, to approve the second reading of policies FACA Placement & Adjustment of Transfer Students, IDC Data Protection & Security Breaches, and FACB Student Transfer & Withdrawal Records.

Bock moved, Reis seconded, to approve the first reading to amend policies AAC Nondiscrimination & Anti-Harrassment, AAC-BR Discrimination & Harassment Grievance Procedure, ABAB School Year Calendar, ABBA ND Comprehensive Model School Policy for Tobacco Use, ABBA-BR Tobacco-Free Schools & Workplaces Violations by the Public, ABBB Noncurricular Use of District Property, ABBC Noncurricular Use of District Equipment, ABCA Copyrighted Material & Intellectual Property, ABCB Sportsmanship, ABCC Wellness Policy, ACAA Emergency Closings, ACAB Emergency & Disaster Drills, ACBB Significant Contagious Disease, ACBC Use of Animals in District Schools and in Curricular Programs, ACCA Sexual Offenders on School Property, ACCA-BR Criteria for Granting Parent Offenders Privileges to Enter School Property, ACDA Acceptable Use, ACDB Video Surveillance & Recording in Schools, ACDBA Video Cameras on School buses, ACE Violent & Threatening Behavior, ACEA Bullying Policy, and ACEB Hazing, and to waive the second reading according to policy BDA. Roll call vote with all in favor.

Bock moved, Johnson seconded, to approve the first reading to adopt DDBE Families First Coronavirus Response Act Leave and waive the second reading as per policy BDA. Roll call vote with all in favor. The board reviewed the corresponding exhibit DDBE-E Families First Coronavirus Response Act Leave Request Form.

Reis moved, Adams seconded, to rescind old policy DDA Sick Leave and adopt new DDA Sick Leave as presented. Roll call vote with all in favor. The board reviewed DDA-AR Sick Leave Requests.

Bock moved, Johnson seconded, to rescind DDA-BR Sick Leave Regulation. Roll call vote with all in favor.

Adams moved, Johnson seconded, to rename DDBE Personal Leave to DDBF Personal Leave and reaffirm the renamed DDBF Personal Leave policy. Roll call vote with all in favor.

Thank you notes from Kaitlyn Sitter and Emmet Reis were read by the board and administration.

Johnson moved, Bock seconded, to adjourn the meeting. All in favor.

Meeting adjourned at 8:30 p.m.

Joey Kessel, President

Tammy Simnioniw, Business Manager