

Glen Ullin School District #48

Annual School Board Meeting Minutes

Wednesday, July 21, 2021

Glen Ullin School District Computer Lab

7:00 p.m.

President Matt Kuhn called the meeting to order at 7:04 pm in the Glen Ullin School District Computer Lab. A roll call was taken of board members present: Matt Kuhn, Marie Bittner, Lisa Gerving, Matt Miller, Shawn Dziuk, Andrew Jacobson, and Travis Thomas were in attendance; also present were Superintendent-Pete Remboldt, and Minute Taker-Beverly Koller. Guests present were: Jill Feser, Tami Soupir, John Lawson, and Nancy Bittner.

With the following additions: 4F) Adult Farm Business Report, a motion was made by Lisa Gerving, seconded by Lisa Travis Thomas, to approve the agenda. Motion unanimously carried.

A motion was made by Shawn Dziuk, seconded by Andrew Jacobson, to approve the minutes of the June 9, 2021, Regular School Board Meeting. Motion unanimously carried.

A motion was made by Marie Bittner, seconded by Andrew Jacobson, to approve the minutes of the June 14, 2021, Canvas School Board Meeting. Motion unanimously carried.

Lisa Gerving moved, seconded by Travis Thomas, to approve the June 30, 2021, Financial Reports. Motion unanimously carried.

GENERAL FUND 1	\$938,998.73
LUNCH FUND 5	-39,611.10
ACTIVITY FUND 6	133,065.32

GENERAL FUND

<u>VENDOR</u>	<u>CHECK NUMBER</u>	<u>AMOUNT</u>
Academic Therapy Publications	001249	\$655.30
Association CTE	001250	\$342.00
ABM	001251	\$1,221.86
Capital City Restaurant	001252	\$170.56
Shelly Christensen	001253	\$7,179.00
City of Glen Ullin	001254	\$346.79
Cole Paper	001255	\$1,203.00
Cole Paper	001220	\$195.00
CPI	001256	\$150.00
Duppong's, Inc.	001221	\$4.85
Ron Egli	001222	\$127.12
Family Handyman	001257	\$10.00
Farmers Union Oil	001258	\$849.96
Alice Fitterer	001223	\$35.16
Wayne Fitterer	001224	\$1,702.00
Glen Ullin Times	001259	\$143.46
HA Thompson & Sons	001225	\$1,170.00
JT Fire	001226	\$210.00
Johnson Controls	001260	\$467.00

Lakeshore	001261	\$175.66
Learning Things LLC	001227	\$437.95
Marshall Lumber	001262	\$302.40
MDU	001263	\$1,901.79
MidAmerica Books	001264	\$172.55
ND Farm Management	001265	\$563.90
NDCEL	001229	\$250.00
NDSBA	001266	\$750.00
NASCO	001228	\$50.80
New Salem Public School	001230	\$1,687.74
Praxair	001231	\$372.25
Quill	001232	\$20.98
SDI Innovations	001268	\$204.21
Scholastic Book Clubs, Inc.	001267	\$413.02
Scholastic Book Clubs, Inc.	001233	\$180.07
School Specialty	001234	\$1,713.15
Southwest Grain	001235	\$281.00
Supreme School	001269	\$148.05
Teacher Direct	001270	\$300.57
Teacher Direct	001236	\$70.32
300 Inc.	001219	\$3,600.00
Vogel Law Firm	001271	\$59.00
Vogel Law Firm	001237	\$2,537.00
WR Telecommunication	001272	\$279.09

ACTIVITY FUND

Beulah High School	001019	\$7,595.06
Blooming House	001022	\$70.00
Capital Trophy	001023	\$30.00
Cole Paper	001024	\$205.20
FFA Association	001017	\$1,500.00
Alice Fitterer	001025	\$191.72
Zach Krein	001026	\$118.49
National FFA	001027	\$47.00
Dawn Schantz	001028	\$622.79
Seasons Trophy (Four)	001029	\$782.73
Tami Soupir	001030	\$156.05
Musician's Friend	Credit Card	\$419.99

Matt Miller moved, and Lisa Gerving seconded, to pay bills presented by the Business Manager. Motion unanimously carried.

4. REPORTS AND INFORMATION:

4-A) BOARD CHAIR: Matt Kuhn stated that the credit line on the 3 credit cards obtained through the Dakota Community Bank has now been increased from \$500, between the 3 cards, to \$10,000.

4-B) BOARD MEMBER: No report

- 4-C) GUESTS: No Report
- 4-D) SUPERINTENDENT/AD: Mr. Remboldt presented information and updates on: Summer Blast Program, Summer School (both of which were well attended and enjoyed), and Enrollment. We have received the Early Childhood Grant for \$2,500, the Title I Fund has a \$55,000 carryover, and the summer lunch reimbursement will be received in August.
- 4-E) PRINCIPAL: Mr. Remboldt indicated our Pre-K-12 Principal (Anne Linden) has been in and out of school getting organized and will be married in August with a name change to Anne Carlson.
- 4-F) FBM: Matt Miller gave a report to the board concerning the FBM Program indicating that Ron Egli, Adult Business Manager, is developing the program, increasing membership, and is setting goals for the program.

5. UNFINISHED BUSINESS:

- 5-A) FACILITY UPDATE: John Lawson, Faculty Manager, reported on the two-roofing repair/replacement estimates. Twin City Roofing suggested replacing the roof over the office area at a cost of \$44,000 with a 15-year warranty. TectaAmerica gave their estimate of \$8,623 to repair the roof area over the office. Their estimated roof replacement cost for over the gym is approximately \$100,000.

Matt Miller made a motion to accept TectaAmerica's bid for \$8,623, seconded by Shawn Dziuk. Mr. Remboldt asked if the motion could include repairing the hatch to the roof for \$3,088. Matt Miller revised the motion to accept TectaAmerica's bid for \$8,623 and include the repair to the roof hatch for \$3,088, seconded by Shawn Dziuk, motion unanimously carried.

John Lawson updated the board on the kitchen/lunchroom flooring project. Magi-Touch Carpet One stated that they have an issue with receiving the flooring so cannot begin the project at this time. Badlands Environmental proposed a 3-day tear out and could begin July 28 or August 4. The board decided that if no materials were available in August, to look into a December 2021 or possibly summer of 2022 time frame for the kitchen flooring replacement.

HA Thompson and Sons proposed maintenance agreement for \$15,480 (includes all moving parts and 3 inspections) was reviewed. The board indicated that even with this maintenance agreement, we would still have the replacement cost should the boiler break. The school is waiting for HA Thompson and Sons to complete installing some panels by the end of July and to complete the heating renovations. Any decision regarding the maintenance agreement was tabled until the August board meeting.

Installing air conditioning into all the school classrooms, with the exception of the shop and gymnasium, was discussed. Lisa Gerving made a motion, seconded by Marie Bittner to accept the lowest of the two air condition installation bids, conditional on MDU's electrical report. Motion unanimously carried.

Mr. Remboldt stated that the school has ESSER funds available to help fund these projects.

John concluded by informing the board of several completed projects – installed fan in paint room, projector panel in special education room had some electrical work done, and lighting was updated in boiler room. The boys' locker room will need newer sink fixtures. We will need to obtain an estimate for that.

- 5-B) STAFFING FOR 2021-2022: Marie Bittner moved, seconded by Lisa Gerving, to hire McKenzie Krein as the Administrative Assistant. Motion unanimously carried.
Marie Bittner moved, seconded by Shawn Dziuk, to hire Emily Kottre as an aide. Motion unanimously carried.
Marie Bittner moved, seconded by Shawn Dziuk, to hire Cherish Phaneuf as office aide. Motion unanimously carried.

Mr. Remboldt indicated that we have not yet filled the kindergarten or grade 6 position. A long-term sub may be an option. Mr. Remboldt will also advertise for an additional aide.

5-C) FINANCE UPDATE: See 6-K

5-D) TRANSPORTATION: Mr. Remboldt reported that the buses are being looked at in New Salem. We have enough buses to begin the new year. We are continuing to look for newer and smaller buses. The Transportation Committee will need to schedule a meeting in the near future.

5-E) BOARD REVIEW OF FEES AND EXTRA-CURRICULAR: The Advisor pay, and athletic pass fees will remain the same. This year, again, the breakfast and lunch meals are free. The Board does want to encourage the patrons to all apply for free and reduced meals. This effort helps our district with receiving financial assistance.

Mr. Remboldt suggested that we form a FBLA organization with Shelly Christensen as the advisor. Shawn Dziuk made a motion, seconded by Lisa Gerving, to organize a FBLA group and pay \$2,000 to Shelly Christensen as the advisor. Motion unanimously carried. Mr. Remboldt will move the funds remaining in the FCCLA organization, which is no longer necessary, to the FBLA organization as startup funds.

There will need to be changes in advisors for Concessions, and Student Council. The Extra-Curricular Advisor will be left alone at this time.

5-F) SUMMER SCHOOL AND SUMMER BLAST STATUS: Mr. Remboldt reported that the number of students attending Summer School and Summer Blast were very good and that the staff did an excellent job.

5-G) HA THOMPSON & SONS: The representative did not show up to give the board information on the maintenance agreement. See information under 5-A Facility Update.

5-H) BUSINESS MANAGER: Marie Bittner reported that Christine Lawson, Business Manager, would qualify to be salaried exempt. The board felt that she is dedicated, has good work skills, and very good communication skills. Lisa Gerving made a motion, seconded by Travis Thomas, to make the business manager position exempt salaried. Marie Bittner updated the motion, seconded by Travis Thomas, to include a salary of \$44,000. Motion unanimously carried.

Lisa Gerving made a motion, seconded Marie Bittner, to have the business manager follow the classified vacation schedule and add 2 additional sick leave days per year, for a total of 14 sick leave days. Motion carried.

6. NEW BUSINESS:

At this time (8:50 pm) Lisa Gerving left the meeting with farewell wishes from the other board members and a thank you for her 10 years of service to the district.

6-A APPOINTMENT OF NEW BOARD MEMBER: The current board members gave a warm welcome to Jill Feser as the new board member. Each board member introduced themselves and gave a little background on themselves.

6-B OATH OF OFFICE: The oath of office paperwork had been completed and turned in to the business manager.

6-C FFA: No report available

6-D ELECTION OF OFFICE: The floor was open for officer nominations. Shawn Dziuk nominated Matt Kuhn for president. After 3 calls for other nominations from the floor, Shawn Dziuk made a motion, seconded by Matt Miller, to cease nominations. Motion carried. Approval was given through applauding.

Matt Kuhn nominated Shawn Dziuk for vice president. After 3 calls for other nominations, Marie Bittner, seconded by Matt Miller, made a motion to cease nominations. Motion carried. Approval was given through applauding.

6-E) COMMITTEE APPOINTMENTS: Committee appointments are as follows for the school year 2021-2022:

Building, Maintenance Committee: Chairperson - S. Dziuk; M. Miller; T. Thomas

Curriculum:	Chairperson - A. Jacobson; T. Thomas; M. Bittner
Transportation:	Chairperson - S. Dziuk; M. Miller; M. Kuhn
Advisory & Extra Curricular:	Chairperson - S. Dziuk; J. Feser
Collaborative Bargaining:	S. Dziuk; M Kuhn; M Bittner
Budget:	Chairperson - M. Miller; A. Jacobson; J. Feser
Policy:	Chairperson - M. Bittner; M. Kuhn; J. Feser
Technology:	Chairperson - A. Jacobson; M. Miller; J. Feser
Bearcat Committee:	T. Thomas; M. Bittner; J. Feser

6-F) APPOINTMENT OF REPRESENTATIVES

The following individual (s) were appointed to represent the Glen Ullin School Board
Morton-Sioux Sp3ecial Education Board – Peter Remboldt

Asbestos Designee – John Lawson

Representative of all Federal Programs (including Title I, II Part A, II Part D, IV, V, & REAP, Carl Perkins, Century 21 Grant, E-Rate, Federal

Handicapped (Title VIB, Pre-School Incentive and Medicare), Job Service Contract and 1-94 Consortium – Peter Remboldt

Great Western Network — Peter Remboldt

Lunch Program Applicant Officer — Peter Remboldt

Chief Hearing Officer for Lunch Program Applications — Matt Kuhn

1-94 High-Tech Cooperative — Peter Remboldt

Local and State 504, Title IX, Title IV, and Title VI Officer – Peter Remboldt

Community Health — COVID Committee

Roughrider Education Service Partnership — Peter Remboldt, and Matt Kuhn (Shawn Dziuk - Alternate)

Liaison for the Education of the Homeless Children & Youth Program — Jared Bollom

Privacy Official for Health Ins. Portability & Accountability Act (HIPAA) — Peter Remboldt

Farm Business Management-Advisory Committee (Board Representative) — Matt Miller

Roughrider Area Career & Technology Center "RACTC" (Board Representative) — Matt Kuhn (Shawn Dziuk-Alternate)

- 6-G DESIGNATION OF OFFICIAL NEWSPAPER: Matt Miller made a motion, seconded by Travis Thomas, to approve the Glen Ullin Times as the official newspaper for the district. Motion unanimously carried.
- 6-H) MEETING DAY AND TIME: Travis Thomas moved, seconded by Matt Miller, to approve the time for regular meetings at 7:00 pm on the 2nd Wednesday of each month for the 2021-2022 Fiscal Year. Motion unanimously carried.
- 6-I) NDSBA POLICY SERVICES: Marie Bitner moved, seconded by Matt Miller, to approve the payment to NDSBA Policy Services subscription for the 2021-2022 school year. Motion unanimously carried.
- 6-J) OPEN ENROLLMENT: The board discussed open enrollment for 2 students. Matt Miller made a motion, seconded by Travis Thomas, to allow one of our students to open enroll to the Beulah School District. Shawn Dziuk abstained from voting. Motion carried. Marie Bittner made a motion, seconded by Matt Miller, to accept an open enrolled student from New Salem. Motion unanimously carried.
- 6-K) 2021-22 BUDGET REVIEW: Preliminary budget – Mr. Remboldt handed out the preliminary 2021-22 budget. He has diligently been working to put the funds into the correct areas such as insurance money. It has not been an easy task and asks the board for patience while he tries to accomplish this. He indicated that the ESSER funds need to be included in the budget and that these funds have own code and total attached to it for viewing. He is anticipating that the budget will eventually be in the black. Shawn

Dziuk, seconded by Matt Miller, made a motion to approve the preliminary budget as presented. Motion carried.

7. **MISCELLANEOUS:** Mr. Remboldt shared information regarding the Mandan Career Education Tech Center stating that we have an opportunity for Glen Ullin School to sign on. New Salem and Hebron schools are planning to sign on. The Employee salaries, with this program, are shared and we will be able to offer more programs to our students. He also informed the board that the school will welcome visitors or groups wishing to tour or use the school facilities. He just asks that we be notified to give the workers time to make the facility presentable. Jill Feser mentioned that a group of students and staff would like to visit the school on July 30, 2021.

The next Regular Board Meeting is scheduled for August 11, 2021, at 7:00 pm.

8. **ADJOURNMENT:** A motion was made by Matt Miller, seconded by Marie Bittner, to adjourn at 10:08 pm. Motion unanimously carried.

The preceding minutes were approved _____ day of August, 2021.

Matt Kuhn, School Board President

Beverly Koller, Minute Taker