

School Board Meeting
July 23, 2018
5:30 p.m. High School Room 102

Board members present were Jody Murschel, Brian Nolan, Sonya Hansana, Jennifer Wallender, and Stephanie Huber. Also present were Principals Monty Mayer and Kay Mayer, Supt. Ken Miller, and Bus. Mgr. Connie Ellwein. Guests present were Kennedy Sunsbak and Chris Harvey. Principal Sinclair was absent from the meeting.

Meeting called to order at 5:32 p.m.

Minutes of the June 2018 meeting were presented. Huber moved to approve, second by Nolan. All voted aye.

Organization of School Board:

- a. Election of President: Meeting was relinquished to Supt. Miller. Miller called for nominations for board president. Wallender nominated Sonya Hansana for president. Murschel moved to cease all nominations and cast an anonymous ballot to elect Hansana as president. Motion was second by Nolan. Roll call vote-all voted aye. Meeting control was returned to President Hansana to continue.
- b.) Election of Vice-President: Hansana called for nominations for the vice-president. Huber nominated Murschel, second by Wallender. Hansana called for nominations twice more, hearing none, Hansana asked for a vote on the motion to elect Jody Murschel as board vice-president for the 2018-19 school year. All voted aye.
- c.) Committees: No changes were recommended and assignments remained the same as the previous fiscal year.
- d.) Date & Time of Regular Meetings: Nolan moved to keep them the 2nd Monday of the month at 5:30 p.m., second by Murschel. All voted aye.
- e.) Board Pay: Wallender moved to keep the board pay the same as the prior year, second by Nolan. All voted aye.

No additions to the agenda...agenda was set.

Financial Reports: Murschel moved to approve items a. through h., second by Wallender. (a.) June District Financial Statement; b.) Investment report; c. & d.) Revenue & Expenditure summaries from all funds; e.) Food Service report; f.) Activity report; g.) Transportation report; h.) June and July bills combined totaling \$386,243.86.) Roll call vote-all voted aye. List of bills: JP Morgan, 23,371.51; School Products & Equipment Co., 1,800.00; Wells Fargo Corp. Trust Services, 157,130.00; Western Steel Builders, 32,935.00; Western Steel Builders, 32,935.00; AED Everywhere, 370.00; Bill Zingg, 150.50; CDW-G, 2,604.15; Ebsco Information Services, 708.42; Fastenal, 40.76; Hazen High School-Student Act. Account, 11,452.36; Hazen Park & Recreation, 300.00; Antoinette Heier, 400.00; Innovative Office Solutions, 122.81; Marco Technologies, 7,104.26; Nasco, 198.28; Oliver-Mercer Special Ed., 46,568.90; Renee Schwab, 17.50; School Specialty, 188.16; Subway, 58.11; Time Management, 1,800.00; JP Morgan, 16,679.04; Blacktrail Environmental, 561.34; City of Hazen, 1,430.26; ND Attorney General, 40.00; Academic Superstore, 2,500.00; Beulah Lumber Co., 18.44; BHG, 39.28; Connecting Point Computer Center, 807.50; Custer Health, 330.00; ETSystems, 67.00; Farmers Union Oil, 228.38; Farmers Union Oil Co., 120.54; Fire Equipment Co., 920.00; Hazen Hardware, 985.40; Hazen High School-Student Act. Account, 227.50; Houghton Mifflin Harcourt, 930.00; The Hub, 469.01; Innovative

Office Solutions, 541.14; Jennifer Wallender, 76.30; John Deere Financial, 19.83; Johnson Controls, 3,655.71; Krause's Super Valu, 3.99; Kristie Pillar, 50.00; Lakeshore, 28.48; Lisa Dauenhauer, 40.50; Marianne Schmitt, 28.00; Mercer Co. Landfill, 30.07; MNJ Technologies, 18.20; MDU, 6,513.12; Napa, 135.69; NDASBM, 50.00; ND FFA Organization, 145.00; NDSBA, 6,280.00; NDSOS, 400.00; NDESC, 250.00; Pitney Bowes, 750.00; Prairie Public Broadcasting, 580.80; Really Good Stuff, 36.72; Safeguard Business Systems, 274.26; School Datebooks, 398.97; School Specialty, 1,242.90; Software Unlimited, 5,750.00; St. Alexius Medical Center, 424.13; Stein's Inc., 169.60; Sue McCarthy, 618.25; Supreme School Supply, 263.84; Time Management, 636.00; UNUM Life Ins. Co., 819.80; Western Dakota Corp. of Discovery, 8,850.00; Western Lighting Technology, 553.15.

Business Manager Reports:

- a.) Annual Financial Report & Summary: 2017-18 ending balance of \$1,723,795.17. A reduction of \$169,946.59 from the previous year. Average cost per student for Hazen increased \$36 from the previous year. Motion to approve the annual financial report & summary was made by Nolan and second by Murschel. All voted aye.
- b.) Insurance & Lease Agreements: List of coverage and leases for 2018-19 fiscal year.
- c.) Community Ed. 2017-18: year-end report with an ending balance of \$3,170.59. Motion to approve the insurance & lease agreements and community ed. final report was made by Huber and second by Wallender. Roll call vote-all voted aye.

Designate Federal Program Authorized Representatives:

Huber moved to approve Ken Miller as the authorized representative for Title I, second by Murschel. All voted aye. Huber moved to approve Ken Miller as the authorized representative for Title II, second by Nolan. All voted aye. Huber moved to approve Ken Miller as the authorized representative for Title IV, second by Wallender. All voted aye.

Wallender moved to approve Ken Miller as the surplus property, food service, institutional immunization and ADA Coordinator; approve Trevor Sinclair as the 504 Coordinator for grades K-5; approve Kay Mayer as the Title IX Coordinator and the 504 Coordinator for grades 6-8; and Monty Mayer to be the 504 Coordinator for grades 9-12. Motion was second by Nolan. All voted aye.

Murschel moved to designate the depositories for Hazen Public School as Union State Bank, Union Bank, US Bancorp/Piper Jaffray, Investment Center, Capital Credit Union, SW Securities, US Bank, 1st Security Bank-West, and Bank of North Dakota, and to approve the June pledge of securities as presented. Second was made by Nolan. All voted aye.

Wallender moved to designate the Hazen Star as the official district newspaper, second by Huber. All voted aye.

Nolan moved to approve the business manager, Connie Ellwein, to invest funds, second by Murschel. All voted aye.

Huber moved to authorize Ken Miller to be the hearing official for the school hot lunch program and for Renee Schwab to be the determination official. Motion was second by Nolan. All voted aye.

Huber moved to have the district publish the non-discrimination notice in the official district newspaper, second by Murschel. All voted aye.

New Business:

- a. Preliminary Budget: Need to submit to county auditor by August 10th. Cannot increase amounts after submitted. Can reduce them, however. Expenditures budgeted at 2.5% less than the previous year. If approved as presented, will be a deficit of \$310,000. Overall mills are estimated to go up slightly. Murschel moved to approve the preliminary 2018-19 budget as

presented, second by Huber. Roll call vote: Wallender-aye, Huber-aye, Nolan-aye, Murschel-aye, and Hansana-aye. M/C

b. Policy 2nd Reading:

Wallender moved to approve the 2nd reading, with no changes from the 1st reading, and adopt the following policies: DDA-Sick Leave; FFK-Suspension & Expulsion; GABDB-Title Programs. Motion second was made by Nolan. All voted aye. Huber moved to rescind the current ABCC-Wellness Policy, approve the second reading, and adopt the new policy. Motion was second by Murschel. All voted aye. Board instructed the business manager to include ABCC-E exhibit in the manual. Nolan moved to rescind the current policy FFI-Student Use of Personal Technology, approve the 2nd reading, and adopt the policy. Motion was second by Huber. All voted aye.

c. Fees: Wallender moved to raise the foodservice breakfast prices by \$0.10 per category, and reconfigure all pricing to reflect K-5 and 6-12 lunchrooms for the 2018-19 school year. Second by Nolan. All voted aye.

d. Have not received any updated pricing information for the theater lighting project, so there is no info to report. May need to postpone this project until a later date.

e. Tuition Agreement: No charge tuition agreement for a 3rd grade student to attend school in Beulah for the 2018-19 school year. Huber moved to approve, second by Wallender. All voted aye.

9-12 Principal Report: High school registration will be August 16 and freshman orientation will be held on August 20th. The Initial Choice report has been completed. This will be used as part of our accountability in ESSA.

6-8 Principal / AD Report: Athletic parent meeting and concussion testing will be held on August 6th. Plan to have 6th grade orientation in conjunction with high school orientation on Monday, August 20th.

Supt. Report: The stage divider project will not be complete before the start of school year as the bracket parts are still 10-weeks out. The high school window replacement is going to cost about \$3,000/window. Recommend looking at budgeting for that in the future. School starts in 29-days.

Next board meeting will be held on August 13, 2018.

Meeting adjourned @ 7:47 p.m.

Sonya Hansana, President

Connie Ellwein, Bus. Mgr.

8/13/2018

Date approved