

OFFICIAL MINUTES
BOWMAN COUNTY SCHOOL DISTRICT #1

The annual meeting of the Bowman County School Board was held on Monday, July 23, 2018 at 5:30pm in the Bowman County School Board Room. Members present: President Kevin Bucholz, Vice President Russ Homelvig & Board Members Tobiann Andrews, Andrea Bowman, Camie Janikowski & Stacy McGee. Others present: Associate Superintendent Steve Brannon, 7-12 Principal Tyler Senn, Elementary Principal Mitch Strand & Business Manager Debbie Bucholz.

Members Absent: Tara Lambourn

Guests present: Pam Fisher, Jolene Hendrickx, Chris Sloan, Lori Sola, Jim Stafford, Cheryl VanDaele & Gary VanDaele

1. **Call to Order:** President Kevin Bucholz called meeting to order.
2. **Agenda:** Homelvig moved seconded by Andrews to approve the agenda. All in favor, motion carried.
3. **Routine Board Items:**
 - a. Minutes: Bowman moved seconded by Janikowski to approve the minutes of the June 18, 2018 regular board meeting with corrections to wording of amended motion and the June 27, 2018 special board meeting. All in favor, motion carried.
 - b. Bills: Janikowski moved seconded by McGee to approve the district bills. Discussion was held. All in favor, motion carried.
 - c. Financial Reports:
 - i. Andrews moved seconded by Bowman to approve the June 30, 2018 Financial Reports for the Activities Fund. Discussion was held. All in favor, motion carried.
 - ii. Bowman moved seconded by Homelvig to approve the June 30, 2018 Financial Reports for the School Hot Lunch Fund. Discussion was held. All in favor, motion carried.
 - iii. Homelvig moved seconded by Bowman to approve the June 30, 2018 Royal Money Market Fund & CD's. Discussion was held. All in favor, motion carried.
 - iv. McGee moved seconded by Bowman to approve the 2017-2018 Revenue & Expenditure Report. Discussion was held. All in favor, motion carried.
 - v. Andrews moved seconded by McGee to approve the Annual Report to the State. Discussion was held. All in favor, motion carried.
4. **Public Comment:** Public Comment Guidance Statement read by President Kevin Bucholz. No comments brought forward.
5. **Administrative Reports:**
 - a. Elementary Principal Report: Mitch Strand reported on the following items. New student registration, Back to School Open Houses, 4th Grade and Kindergarten transition open house, curriculum training, new administrator training & PowerSchool administration training.
 - b. 7-12 Principal Report: Tyler Senn reported on the following items: Registration, orientation, school Facebook page vs school app & website, enrollment JH 72, up 7 from last year this time, HS 139, up 12 from last year this time, teacher in-service & science position filled. Summer projects in process: intercom, gym sound system, flexible seating in x2 classrooms, gym lockers, cement work, buses & gym floor resurfacing.
 - c. Activities Director Report: Tyler Senn reported on the following items: Parent meeting, coaches meeting, football plan, webcasting & coaches.
 - d. Associate Superintendent Report: Steve Brannon reported on the following items: Back to school letter, grant, input from staff & fiscal status of school district to be produced and sent at a later date.
6. **Old Business:**
 - a. Associate Superintendent Extended Contract: Personnel Committee reported. No motions made.

Meeting Adjourned: 6:55pm

Oath of Office of Newly Elected School Board Members.

Call to Order: Business Manager Debbie Bucholz called the meeting to order at 7:00pm

7. New Business

- a. Organization of School
 - i. Election of President: Stacy McGee nominated for position of President. No other nominations were made. All in favor, McGee elected.

Meeting turned over to President Stacy McGee.

- ii. Election of Vice President: Andrea Bowman nominated for position of Vice President. No other nominations were made. All in favor, Bowman elected.

Gary & Cheryl VanDaele entered.

Item 8. a VanDaele Busing Contract moved up on agenda to accommodate guests.

VanDaele Busing Contract: Discussion was held. Homelvig moved seconded by Bowman to approve the proposed busing contract (\$.05 increase per mile from \$1.73 to \$1.78, total miles 627 per day) with VanDaele Bus Service for the 2018- 2019 school year. All in favor, motion carried.

Gary & Cheryl VanDaele exited.

- iii. Appoint Business Manager. Bowman moved seconded by Homelvig to appoint Debbie Bucholz as Business Manager. All in favor, motion carried.
- b. Establish Regular Meeting Time: Homelvig moved seconded by Andrews to hold regular meetings the second Monday of the month at 6:00pm and one regular meeting per quarter to be held at the Rhame campus. All in favor, motion carried.
- c. Appoint Committees: Janikowski moved seconded by Bowman to approve the following committee assignments: 1. Budget/Finance - Homelvig & McGee, 2. Building – Gaebe & Homelvig, 3. Curriculum – Andrews with Janikowski as alternate, 4. Extracurricular – Andrews & Stafford with Gaebe as alternate, 5. Hearing – McGee or appointed as needed, 6. Hot Lunch – Gaebe, 7. Negotiations – Bowman, Homelvig & Janikowski, 8. Personnel – Bowman & McGee, 9. RESP – Bowman, 10. School Board Policy – Andrews & McGee, 11. School Leadership – Bowman & Janikowski with Andrews as alternate, 12. Sick Bank – Stafford, 13. Special Education – Janikowski, 14. Technology – Stafford & 15. Transportation – Andrews & Homelvig.
- d. Other Annual Items:
 - i. Designated Depository Bank: Homelvig moved seconded by Stafford to designate Dakota Western Bank as depository bank. All in favor, motion carried.
 - ii. Review Pledge of Assets: Janikowski moved seconded by Stafford to approve Pledge of Assets. All in favor, motion carried.
 - iii. Name Official Newspaper: Andrews moved seconded by Bowman to designate Bowman County Pioneer as the official newspaper. All in favor, motion carried.
 - iv. Review Official State Bonding: Janikowski moved seconded by Andrews to approve the Official State Bond and to authorize an update to personnel and contact information. Discussion was held. All in favor, motion carried.
 - v. Resolution to Destroy Old Records: Homelvig moved Andrews seconded by destroy records in accordance with state century code. All in favor, motion carried.
 - vi. Appoint Superintendent as Authorized Person for Federal Programs: Stafford moved seconded by Bowman to authorize the Associate Superintendent, Steve Brannan, as the authorized representative for the following federal programs: Title I, Title II, Title IV, or Transfer Funds and School Food Service. All in favor, motion carried.

8. Other New Business

- a. VanDaele Busing Contract: Moved up in agenda to accommodate guests.
- b. Approve Annual Pupil Membership Report: Andrews moved seconded by Stafford to approve the 2017-2018 Pupil Membership report. All in favor, motion carried.

- c. NDSBA Policy Services Agreement: Homelvig moved seconded by Andrews to approve the ND SBA Policy Services Agreement for the 2018-2019 school year. All in favor, motion carried,
- d. School Lunch Fees: Homelvig moved seconded by Janikowski to keep school lunch fees same as 2017-2018 school year. Discussion was held. All in favor, motion carried.
- e. Activity Fees: Janikowski moved seconded by Andrews to eliminated the per student technology fee for 7-12 grades. Discussion was held. All in favor, motion carried. Andrews moved, seconded by Janikowski to give all students who participate and pay a participation fee, a free student pass. Discussion was held. All in favor, motion carried. Homelvig moved seconded by Bowman to keep athletic ticket prices same as last year. Discussion was held. All in favor, motion carried.
- f. Approval of Teacher Contract: Bowman moved seconded by Stafford to approve the following 2018-2019 teaching contract: Amanda Rafferty, \$42,225.00. Discussion was held. All in favor, motion carried.
- g. 2018-2019 Preliminary Budget – Review Plan: Budget Finance Committee will meet with Associate Superintendent Steve Brannan and Business Manager Debbie Bucholz to go over budget. Special meeting will be held Thursday, August 9th 6pm. Items to be included on agenda, 2018-2019 Budget & Mr. Brannan contract.

9. Other Items/Committee Reports:

- a. RESP: Discussion was held. No motions made.
- b. Personnel Committee.
- c. Policy Committee
- d. Committee Meetings: Personnel Committee - July 10 with Bowman & McGee; Policy Committee – June 26 with Andrews, Lambourn & McGee & July 10 Andrews & McGee

10. Future Meeting Date/Location: Special Board Meeting scheduled for Thursday, August 9, 2018 @ 6:00pm at Bowman County School Board Room. Next regular School Board Meeting, rescheduled to Thursday, August 16, 2018 @ 6:00pm at Bowman County School Board Room.

11. Adjournment: Andrews moved seconded by Janikowski to adjourn. All in favor, motion carried. Meeting was adjourned at 8:35pm.

Stacy McGee, President

Debbie Bucholz, Business Manager