

MINUTES

July 9, 2019 – Annual Meeting-GRENORA SCHOOL DISTRICT #99

Call to Order: President Lavern Johnson called the annual meeting of the Grenora School Board to order on July 9, 2019 at 8:13pm. Members present were Lavern Johnson, Rick Foss, Robert Field, Carlyle Norby, Brent Peterson, Carrie Edwards, and Nicole Wright. Also present are Mr. Paine, Mr. Rudningen, Jennifer McNamara, Mrs. Quimby, and Mitch Lundby.

Approval of Agenda: Moved by Robert Field, seconded by Brent Peterson, to approve the agenda for the meeting July 9, 2019 Meeting with the addition of MHSA under New Business. Motion Carried.

Approval of Minutes: Moved by Rick Foss, seconded by Carrie Edwards to approve the minutes of the June 17, 2019 meeting. Motion Carried.

Presentation of Bills and Payroll Approval:

| Fund | Check Number(s) | Total Amount |
|------------------|-----------------|--------------|
| General | 54213-54289 | 102,800.28 |
| Electronic | 8313-8341 | 54,778.20 |
| Capital Projects | 1658-1661 | 16,010.00 |
| Hot Lunch | None | 0.00 |

Moved by Robert Field, seconded by Carlyle Norby, to approve the bills and payroll presented for payment. Motion Carried

Committee Reports - Administration:

Elementary Principal/Dean of Students: Mr. Paine received an email from OCR that the report was received and will be reviewed. The Choice Ready report was completed and submitted on June 30, 2019. Mr. Paine has assisted Mr. Rudningen and any board member that was available during the interviews.

Superintendent/HS Principal: Mr. Rudningen brought up school emails for board members, Jennifer will contact Alisha about getting school emails assigned to board members. On August 19th there will be a BBQ for all staff/board and families at Sunset Park, the district will provide the burgers, hot dogs, buns and plates, the staff/board are asked to bring other potluck items. The following staff changes are as follows: Mrs. N. Field is 1st grade, Mrs. Melgaard is 5th grade, Mrs. Torgerson is Title I (2 days/week), Mrs. K. Denny will be the aide in the 4th grade, Mr. Denny is the History teacher and Mrs. T. Johnson is the 7th grade/Title teacher. Mr. Rudningen would like to have a more active student council including a student body representative with having the representative attending board meetings and other meetings that come up. The vision/mission teams were discussed. The website (Aptigee) was discussed the area schools use a technology company that hosts the site, notification and app for phones can also run through this program, the cost is \$5000 per year with a \$3500 set up fee. Science and RTI were discussed, and trainings will be scheduled. Twelve computers were ordered for staff to replace the aging computers.

Business Topics:

The Board would like to thank Mr. Paine for assisting the district during the months of June and July.

Old Business

Employee/Student-Parent Handbooks (1st Reading): updates were noted and 2nd reading will be at the August meeting.

Parking Lot: Brent gave an update on the parking lot.

Transportation Update: repair list was presented, Mike Rathbun went through the list, first items that will be addressed are the items listed in the Bus Inspection listing. Then he will begin to work on the maintenance issues. Windshields have been ordered and Craig Sneva will be installing them when they are delivered.

2018-2019 Pledges of Security: moved by Rick Foss, seconded by Brent Peterson, to accept the Quarterly Pledges of Security as presented. Motion Carried.

2018-2019 End of June Quarter/Fiscal Year Reports: Moved by Robert Field, seconded by Nicole Wright to approve the quarterlies and year end financials as presented. Motion Carried.

Audit: Brady Martz is completing their quote and will be presented when received.

The Board thanked Robert Field for his board service and welcomed Mitch Lundby to the board.
New Business

Election of Officers: the meeting was turned over to Mr. Rudningen at 9:21pm, nominations for Board President was entertained. Lavern Johnson nominated Carrie Edwards. Mitch Lundby motioned that nominations cease, seconded by Rick Foss. Motion Carried. The meeting was turned over to President Carried Edwards at 9:23pm, nominations for Board Vice President was entertained. Brent Peterson nominated Rick Foss. Mitch Lundby motioned that nominations cease, seconded by Carlyle Norby. Motion Carried.

Committee Assignments as follows: Audit (Carlyle & Mitch), Finance (Carlyle, Carrie and Mitch), Transportation (Rick, Nicole and Carrie), Co-op (Lavern & Brent), Wellness (Nicole), Buildings & Grounds (Brent & Lavern), Alternate (Nicole), REA (Rick), Policy (Carrie & Nicole). Moved by Brent Peterson seconded by Rick Foss to approve the assignments as presented and discussed. Motion Carried.

2019-2020 Board Meeting Dates: presented and discussed. Moved by Brent Peterson seconded by Carlyle Norby, to accept the meeting dates as presented. Motion Carried.

2019-2020 Budget 1st Reading: presented and 2nd reading will be at the August meeting.

School District Policies: I, Nicole Wright move to rescind all of the current required and AvanceED policies of the Grenora School District. The North Dakota School Boards Association has provided the Board with new policies, which will be adopted to replace former policies. Past practice will govern district operations covered by former policies until replaced by new policies adopted by the Grenora School Board. Seconded by Rick Foss. Roll Call vote was taken Lavern Johnson-Aye; Carlyle Norby-Aye; Rick Foss-Aye; Mitch Lundby-Aye; Brent Peterson-Aye; Carrie Edwards-Aye; Nicole Wright-Aye; Motion Carried. I, Nicole Wright move to adopt Policy BDA, Procedure for Adopting Board Policy as written. It authorizes the Board to adopt policies with one reading when the Board deems this action necessary. This policy will require a second reading for adoption at a subsequent meeting. Seconded by Lavern Johnson, Roll Call vote was taken Carlyle Norby-Aye; Rick Foss-Aye; Mitch Lundby-Aye; Brent Peterson-Aye; Carrie Edwards-Aye; Nicole Wright-Aye; Lavern Johnson-Aye; Motion Carried.

Authorized Title Representative: Moved by Brent Peterson, seconded by Rick Foss, to authorize Joe Paine as the Title I, Title II, Title IV and Title V representative. Motion Carried.

Authorized account signers: Moved by Rick Foss seconded by Carlyle Norby, to authorize Carrie Edwards and Jennifer McNamara and Rick Foss as the account signers on the General Fund (checking and Money Market) accounts at American State Bank and Trust Company of Williston. Motion Carried. Moved by Nicole Wright seconded by Brent Peterson, to authorize Carrie Edwards and Jennifer McNamara and Rick Foss as the account signers on the Capital Project accounts at American State Bank and Trust Company of Williston. Motion Carried. Moved by Lavern Johnson seconded by Rick Foss, to authorize Carrie Edwards and Jennifer McNamara and Rick Foss as the account signers on the Debt Service Fund accounts at American State Bank and Trust Company of Williston. Motion Carried. Moved by Lavern Johnson seconded by Rick Foss, to authorize Carrie Edwards and Jennifer McNamara and Rick Foss as the account signers on the Hot Lunch fund accounts at the Dakota West Credit Union of Grenora. Motion Carried. Moved by Rick Foss seconded by Carlyle Norby, to authorize Carrie Edwards and Jennifer McNamara Rick Foss as the account signers on the Activities fund accounts at the Dakota West Credit Union of Grenora. Motion Carried. Moved by Nicole Wright seconded by Brent Peterson, to authorize Carrie Edwards and Jennifer McNamara and Rick Foss as account signers on the Little Gopher's Daycare accounts at the Dakota West Credit Union of Grenora. Motion Carried. Moved by Lavern Johnson seconded by Brent Peterson, to authorize Carrie Edwards, Jennifer McNamara and Rick Foss as account signers on the Flex account at Dakota West Credit Union. Motion Carried. Entity Authorization on all accounts listed above: (1) A B C open or close any share or deposit accounts in authorizing entity's name, including, without limitation, accounts such as share draft, checking, savings, certificates of deposit or term share accounts, escrow, demand deposit, reserve, and overdraft line-of-

credit accounts, number of signatures required 1 with supporting board minutes. (2) A B C Enter into and execute any preauthorized electronic transfer agreement for automatic withdrawals, deposits or transfers initiated through an electronic ATM, or point-of-sale terminal, telephone, computer or magnetic tape using an access device like an ATM or debit card, a code or other similar means. Number of signatures required 1. (3) A B C Enter into and execute commercial wire transfer agreements that authorization transfers by telephone or other communication systems through the network chosen by Financial Institution. Number of Signatures required 1. (4) A B C Endorse for cash, deposit, negotiation collection or discount by Financial Institution any and all deposit checks, drafts, certificates of deposit and other instruments and orders for the payment of money owned or held by Trust. Number of signatures required 1. (5) A B C Sign checks or orders for the payment of money, withdraw or transfer funds on deposit with you. If Authorizing Entity authorizes and Financial Institution accepts this power with a multiple signature's limitation, Authorizing Entity agrees to wave the multiple signatures requirement for any withdrawal in a format that does not allow Financial Institution an opportunity to examine signatures. Number of signatures requires 1 (6) A B C Enter into and execute a written night depository agreement, a lock-box agreement for a safe deposit box lease agreement. Number of signatures required 1. (7) A B C Borrow money or obtain other credit or financial accommodation for Financial Institution on behalf of and in the name of Authorizing Entity on the terms agreed to with Financial Institution. The designated Agents may execute and endorse promissory notes, acceptances or other evidences of indebtedness. ☐ If checked, the maximum outstanding credit limit for all available credit and financial accommodations to Authorizing Entity from Financial Institution must not exceed \$ _____. Number of signatures required 1. (8) A B C Grant a security Interest, lien or other encumbrances to financial Institution in any or all real or personal property that Authorizing Entity now owns or may acquire in the future for the payment or performance of: ☐ Specific Debts. The debts, liabilities and obligations, and their renewals, extensions, refinancing and modifications, evidenced by (describe): _____. ☐ All Debts. All debts, liabilities and obligations of every type and description owed now or in the future by Authorizing Entity to Financial Institution. Number of signatures required 1. (9) A B C Receive and acknowledge receipt for funds, whether payable to the order of Authorizing Entity or an Agent, without additional certification as the use of the proceeds. Number of signatures required 1. (10) A B C Guaranty the payment and performance of debts, liabilities and obligations owed to Financial Institution or its successors and assigns by _____ (Borrower): ☐ Specific Dates. The debts, liabilities and obligations and their renewals, extensions, refinancing and modifications, evidenced by (describe): _____. ☐ All Debts. All debts, liabilities and obligations, and their renewals, extensions, refinancing and modifications, that Borrower owes now or in the future to Financial institution, to the extent allowed by law. Number of Signatures required 1. Grant a Security Interest. The designated Agents may also grant a security Interest, Lien or other encumbrances to Financial Institution in any or all real or personal property that Authorizing Entity now owns or may acquire in the future for the payment or performance of this guaranty. Number of signatures required 1. (11) A B C Periodically amend, restructure, renew, extend, modify substitute or terminate any agreements or arraignments with Financial Institution that relate to this Authorization. Number of signatures required 1. (12) A B C Execute other agreements that Financial Institution may require and perform or cause to be performed by any further action necessary to carry out the purposes of this Authorization. Number of signatures required 1. (13) A B C Other (specify) _____ number of signatures required 1.

Building Committee: Tabled

Finance Committee: - The committee recommendations were discussed as follows: Mr. Rudningen \$2000 stipend for performing above and beyond his call of duty as curriculum director for last year, authorize the cash option in the amount of a single policy for Mr. Rudningen in place of the health insurance. Offer Mrs. Quimby to be the third administrator in charge and work with the professional development. Non-teaching employees: shall receive 24 hours of noncumulative personal leave per

insurance. Offer Mrs. Quimby to be the third administrator in charge and work with the professional development. Non-teaching employees: shall receive 24 hours of noncumulative personal leave per year. 16 hours sick leave per year for ½ time employees, cumulative to 120 hours, 32 hours sick leave per year for 9-month employees, cumulative to 240 hours, 64 hours sick leave per year for 12-month employees, cumulative to 240 hours, Vacation for 12-month non-teaching employees (noncumulative), 40 hours per year after the 1st year of employment, 80 hours per year during the 2nd – 9th years of employment and 120 hours per year after the 10th year of employment and thereafter. And 24 hours of noncumulative holiday leave per year for 12-month employees. The teachers that are not full time leave will be prorated. Moved by Brent Peterson, seconded by Rick Foss to accept the finance committee recommendations as discussed. Motion Carried.

MHSA: Moved by Brent Peterson, seconded by Mitch Lundby, too approve the MHSA annual dues and fees for catastrophic and concussion insurances. Motion Carried.

Adjournment: Moved by Nicole Wright, seconded by Lavern Johnson, to adjourn. Motion Carried.

Respectfully Submitted,

/s/ Jennifer McNamara, Business Manager

/s/ Carrie Edwards, President

American State Bank & Trust Company of Williston

Account Numbers

91027177 – Debt Service Account

13441 – General Fund Checking

13763 – Capital Projects

7016397 – Money Market