

## MINUTES

### May 12, 2020 – Regular Meeting-GRENORA SCHOOL DISTRICT #99

Call to Order: President Carrie Edwards called the regular meeting of the Grenora School Board to order on May 12, 2020 at 8:00 pm. Members present were Carrie Edwards, Lavern Johnson, Rick Foss, Carlyle Norby, Mitch Lundby, Brent Peterson, and Nicole Wright. Also present are Mr. Paine, Mr. Rudningen, Jennifer McNamara, and 46 guests via phone/media.

Approval of Agenda: Moved by Rick Foss seconded by Mitch Lundby, to add Stage Curtains to Old Business and Teacher Contract and Business Manager Improvement plan under New Business. Motion Carried.

Approval of Minutes: Moved by Carlyle Norby seconded by Lavern Johnson, to approve the minutes of the April 14<sup>th</sup> meeting. Motion Carried. Moved by Brent Peterson seconded by Rick Foss, to approve the minutes of the May 5<sup>th</sup> and 8<sup>th</sup> special meetings. Motion Carried.

#### Presentation of Bills and Payroll Approval:

Fund	Check Number(s)	Total Amount
General	54813-54946	144,964.31
Electronic	9089-9190	195,551.37
Daycare	1509-1512	299.37
Capital Projects	1677-1678	534.55
Debt Service	1001	177,800.00
Hot Lunch	3935-3940	7,741.79
Activities	9497-9504	251.25

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

#### Committee Reports:

Building and Grounds: need to schedule a meeting regarding the sidewalk and west parking lot.

Co-op: coaching positions were discussed. Football and Volleyball positions are currently open. Discussed Open Gym and Open Field possibility.

REA: no meeting in April, the schedule is out, and students are registering.

Transportation: Bids due at the June 15<sup>th</sup> meeting for old Bus 6.

Policy: will present policies later in the meeting.

#### Administration

Elementary Principal/Dean of Students: Mr. Paine reported that today was the last day of homework assignment and the last homework pickup will be next Tuesday, May 19<sup>th</sup>.

Superintendent/HS Principal: Mr. Rudningen reported this week is teacher appreciation week and the teaching staff received gift certificates to The Plant Place. A thank you was received from a student and family thanking the school and staff for all of their hard work. Drivers Education guidelines was discussed, and Mr. Rudningen will discuss further with Mr. Freeman. REA schedule, Graduation in Westby, Summer School and Grenora's graduation were discussed.

#### **Old Business**

Carrie Edwards shared an email that was received from JR Johnson regarding the Nebraska trip and what he was told by Coach Walters.

- a. Employment of Amy Johnson: Carrie Edwards read an email that was received from Amy Johnson, regarding exhibit V that was presented in the forensic audit. The golf simulator was paid out of the general athletic fund. During the discussion of exhibit V, Lavern Johnson brought up a previous email that was received last year from Amy Johnson and the statement that was read on May 8<sup>th</sup>. Moved by Lavern Johnson seconded by Brent Peterson, to dismiss Amy Johnson with a severance package thru June 12<sup>th</sup> discussion took place, Carrie Edwards was wishing the Amy was here to discuss further questions of what she knew. Nicole Wright asked about a possible improvement plan. Other board members discussed the negativity that has been demonstrated along with no communication with the board. Yes-6, No-1 with a 6-1 vote Motion Carried.

- b. Audit: Mr. Rudningen recommended that the board hire the auditors on an annual basis for the (current years) in the fall of each year, instead of biannually. Moved by Mitch seconded by Brent Peterson to hire Brady Martz for the 2019-2020 year, continuing an annual basis. Motion Carried. Lavern Johnson suggested that there could be a possibility to have some hands-on discussion and tips from the auditors.
  - c. School District Policies: Committee Recommended (4<sup>th</sup> set) 2<sup>nd</sup> Reading: Moved by Lavern Johnson, seconded by Rick Foss to approve the 2<sup>nd</sup> reading of the 4<sup>th</sup> set of policies as presented. Motion Carried.
  - d. School Vehicle: Discussion of the vehicles took place. Keep the car as long as it is road worthy for driver's education. Moved by Rick Foss seconded by Brent Peterson to go ahead and purchase the vehicle that was presented. Motion Carried.
  - e. Pledges of Security: March 31, 2020: Moved by Rick Foss seconded by Lavern Johnson to approve the pledges as presented. Motion Carried.
  - f. Quarterly Financials: March 31, 2020: Moved by Lavern Johnson seconded by Carlyle Norby to approve the financials as presented. Motion Carried.
  - g. Contracts: Administration: Mr. Paine offer a contract for two (2) years with two (2) additional personal days and an increase in salary of \$2,000 each year. Mr. Rudningen offer a contract for two (2) years with ten (10) vacation days, fourteen (14) medical days, five (5) personal days and an increase of \$5,000 each year, and a one (1) time bonus of \$2,500 for getting all of the delinquent items up to date. The board would like to comment that both Mr. Rudningen and Mr. Paine have done an excellent job this year. Moved by Lavern Johnson seconded by Nicole Wright, to approve the administrative contracts as discussed with five (5) to return signed. Motion Carried.
- Graduation Ceremony: guidance, the building will be only be available for 12<sup>th</sup> grade graduation.
- Kindergarten promotion: May 21<sup>st</sup> at 7pm at town square for family, community members should drive by to show their support.
- 8<sup>th</sup> grade promotion: May 22<sup>nd</sup> at 7pm at town square for family, community members should drive by to show their support.
- 12<sup>th</sup> grade graduation: May 24<sup>th</sup> at 4pm at the school. The amount of people that are allowed is 35% of the square footage of the gymnasiums. Each graduate will be allowed up to 20 guests. NCC will be taking care of the BEK Sports and Facebook Live feeds. There is a possibility of projecting the feed on the outside of the building. Moved by Brent Peterson seconded by Rick Foss to approve the 3 plans presented. Motion Carried.
- i. Stage Curtains: samples were received by Carlyle Norby and there is no quote at this time. The foundation will have a meeting to further discuss the curtains, currently the recommendation is to first replace the black curtains, the track system is in good condition, so those will not be replaced.

### **New Business**

- a. Debt Services/Sinking and Interest Fund: Mr. Rudningen is double checking the number for levies. Currently the school can make a balloon payment with BND and reduce the payment of the 2020-2021 and the budget looks like there will be a decrease in mills in the next year.
- b. Pre-Budget: The State per pupil will be increasing.
- c. Review of Employee Benefits: there are 12-month employees that don't have the same benefits. 9-month employees. The benefits need to be equal for employees that have the same type of positions.
- d. School District Policies: Committee Recommended (5<sup>th</sup> set) 1<sup>st</sup> Reading: twenty (20) policies were presented for the first reading. Moved by Nicole Wright seconded by Lavern Johnson to approve the 1<sup>st</sup> reading of the 5<sup>th</sup> set of policies, the second reading will be at the June meeting.
- e. Lot behind Shop/Kitchen and front sidewalk: the city will not be doing the sidewalk project that was discussed before. Mr. Rudningen will contact Dennis Kanning and get a bid on the lot and sidewalk. The sprinkler guys have been contacted and will be here around the 18<sup>th</sup>.
- f. Kindergarten 5 Days First Semester: Kindergarten is currently 4 days the first semester which is 15 Fridays less than 1-12 grades in first semester. Miss Fjelstad would like to add more into the Kindergarten schedule. Moved by Nicole Wright seconded by Carrie Edwards to approve Kindergarten to begin the 20-21 school year as 5 days a week first and second semester. Motion Carried.

- g. 4-5-year-old Preschool: Mr. Rudningen is looking into some grants for a part time preschool and will present at the next meeting.
- h. Recovery of Computer Data: over 3000 documents were recovered from the computer that was sent in. It will take time to work through the files. Mr. Rudningen and Alisha are working through the files.
- i. Teacher Contract: Mr. Rudningen and Mr. Paine interviewed a candidate for Social Studies: 1<sup>st</sup> year out of University of Mary with an awesome attitude. Moved by Brent Peterson seconded by Mitch Lundby to offer a contract to the candidate. Motion Carried.
- j. Physical Education position still waiting on applicant.
- k. Business manager improvement plan: job description from school board association. Moved by Nicole Wright seconded by Lavern Johnson to approve Jennifer attending the North Dakota Business Manager Certification Program which includes 52 hours online and 9 hours of face to face workshops. Motion Carried. Software unlimited: is now upgraded to 4 logins also looking on an add on that will streamline the functions of orders and leave. The board would like their electronic packets one (1) week in advance with the bills that are available at that time, update the board on the certifications and trainings, and evaluations at three (3) and six (6) months. The superintendent oversees the day to day business and will work the checks and balances together. Jennifer is to register for the ND Business Manager Certification Program prior to June 1<sup>st</sup>.

Adjourned by Carried Edwards at 10:16pm

Respectfully Submitted,

/s/ Jennifer McNamara, Business Manager

/s/ Carrie Edwards, President