

New England Public School
Regular Meeting of the Board of Education

Monday, July 20, 2020

7:00 PM

Bill Review

Mr. Rafferty and Mr. Hewson

Regular Meeting – Conducted by the Board President Mrs. Jalbert

1. Call Meeting to Order
2. Approve Agenda
3. Approve Meeting Minutes
4. Approve Bills for Payment

Reports

5. Business Manager
 - a. Approve District Financial Report for 2019-2020
 - b. NDSBA Directory Information
6. Superintendent
7. Principal
8. Transportation
9. Budget/Finance
 - a. Update 2020-2021 Preliminary Budget
 - b. ESSER Funding Notice
 - c. General Fund Transfer Bill
10. Negotiations
11. Curriculum and Policy
 - a. ND Smart Re-start Update
 - b. KAB – Parental Involvement Policy for 2020-2021
12. Buildings and Grounds
 - a. Report
13. RESP – Report
14. RACTC - Report

Unfinished Business

15. Personnel Update
16. DWCRS Contracts
17. Early Childhood Grant
18. Central Elementary Dissolution
19. Building Update
 - a. JE Dunn / GT Architects
20. Adjourn

New Business – Conducted by the Superintendent

21. Approve agenda for New Business
22. File oath of office
On June 9, 2020, Mr. Hewson and Mr. Monke were re-elected to the office of School Board of the New England Public School District No. #9, County of Hettinger, State of North Dakota, for a term of 3 years. They are required by law to take and subscribe to the Oath of Office, and file it with the Business Manager of the School District. This oath must be taken and filed on or before the day you begin the duties of your office.
 - a. Both signed and dated.
23. Reorganization of school board
24. Reaffirm the Business Manager

25. Approve the School Depositories for the 2020-2021 school year.
State law requires us to designate all depositories at our annual meeting. The administrative recommendation is to designate Commercial Bank of Mott as the official depository for the General Fund, Building Fund and the Hot Lunch Fund.
26. Select official newspaper for 2020-2021. North Dakota Century Code requires that the school district designate an official newspaper.
27. Authorize the superintendent and board president to be the agent for the school district in obtaining federal surplus property.
28. Authorize the Superintendent as the representative for the following federal programs: Title I, Title II, Title III, Title IV, Title V, E-Rate, Transferred Funds, School Food Service, and Federal Vocation programs. The Board's authorized representative is the superintendent. This designation is very broad in scope. Most federal programs require official Board minutes declaring the designation.
29. We have received notification of the amounts for our Federal grants. Administration will work on the Consolidated Application and present to the board for approval at our next Board meeting. They are:
 - a. Title I \$109,607
 - b. Title IIa \$21,756
 - c. Title IV \$12,887
 - d. Total \$144,250
30. Hot Lunch Representative and Hearing Officer. Most federal programs require official Board minutes declaring the designation.
31. Designate Homeless Liaison
New England Public Schools is required to provide services to individual's considered homeless. Administrative recommendation is to designate Mrs. Kristi Madler, School Counselor, as the District's Homeless Liaison.
32. Designate Foster Care Liaison
New England Public Schools is required to provide services to individual's in a Foster Care environment. Administrative recommendation is to designate Kelly Koppinger, Superintendent, as the District's Foster Care Liaison.
33. Appoint Board Representatives for the following Committees:
 - a. Transportation
 - b. Budget and Finance
 - c. Negotiations
 - d. Curriculum and Policy
 - e. Buildings and Grounds
 - f. RESP
 - g. RACTC
 - h. Interview
 - i. Technology
34. Director's compensation for 2020-2021
Board members may be compensated at a rate determined by their Board (NDCC 15.1-09-06)
35. Set Board Meeting Dates and Times
36. Resolution to destroy school records prior to and ending June 30, 2013.
Under NDCC 21-06-04, some documents must be kept permanently while others may be destroyed (NDCC 21-06-05), after being offered to the state archivist. NDCC 21-06-06 specifies the proper procedure for destruction of records.
 - i. Bank statements
 - ii. Canceled checks
 - iii. Deposit slips
 - iv. Receipt Books
 - v. Paid bills
 - vi. Purchase Orders
 - vii. AR Invoices
 - viii. Adjusted Entries
 - ix. Federal/State Title programs
 - x. Free and Reduced Meal Applications
 - xi. Payroll Working Papers
 - xii. Time Sheets
 - xiii. Worker's Compensation Reports
 - xiv. Unemployment compensation
 - xv. Teacher contracts
 - xvi. Teacher retirement reports
 - xvii. Social Security reports
 - xviii. Withholding Reports
 - xix. Interest and Sinking Reports
 - xx. Paid Bonds and Coupons

- xxi. Paid Contracts
 - xxii. Cumulative Folders – kept for a maximum of three years
 - xxiii. MISO1, MISO2, MISO3 and PER02 Reports
 - xxiv. Teacher Contracts
37. Tuition Agreement
 38. Open Enrollment Application
 39. Fire Marshall Report
 40. Board Items
 41. August Board meeting date and time
 42. Adjourn