

GLEN ULLIN SCHOOL DISTRICT NO. 48  
SCHOOL BOARD SPECIAL MEETING MINUTES  
Wednesday, November 12, 2025  
Glen Ullin School Multi-Purpose Room  
OFFICIAL

[Recap: School Board Meeting GUHS Wednesday, November 12 | Meeting | Microsoft Teams](#)

**1. Call To Order:**

President Jill Feser called the meeting to order at 7:00 pm in the Glen Ullin School Multi-Purpose Room. A roll call was taken of the board members present, Andrew Jacobson, Landon Hoff, Mitchell Bettenhausen and Chasity Wood. Also present were Business Manager: Kayla Schumacher; Superintendent: Martin Bratrud, Facilities Manager: Preston Foss and Principal: Todd Helter. Other guests were Nancy Bittner, Alice Fitterer, Amore Wheeler, Nikki Wetzels, Sue Deigaard (online format), and Marcia McMahon (online format).

**2. Pledge of Allegiance**

**3. Student Outcome Goals:**

- a.) Fall ND A+ Student Outcome Data
- b.) School Board Goal 1 : ELA Progress Measure Report
- c.) School Board Goal 2 : Math Progress Measure Report

**4. Public Comment:**

- a.) Dakota Community Bank Branch Manager, Nikki Wetzels, was here to discuss our options for the CD's we have with Dakota Community Bank.

**5. Approval of Agenda**

Andrew Jacobson made the motion to approve the agenda. Chasity Wood seconded the motion. A Roll Call vote was taken: Chasity Wood -yea, Andrew Jacobson-yea, Landon Hoff -yea, and Mitchell Bettenhausen -yea. Motion carried.

## **6. Consent Agenda**

Chasity Wood made the motion to approve the consent agenda. Mitchell Bettenhausen seconded the motion. A Roll Call vote was taken: Chasity Wood -yea, Andrew Jacobson-yea, Landon Hoff-yea, and Mitchell Bettenhausen -yea. Motion carried.

- a.) Approve Minutes:
  - i. Oct 8, 2025, Regular School Board Meeting Minutes
  - ii. Oct 21, 2025, Special Board Meeting Minutes
- b.) Approve Bills
- c.) Approve Financial Report
- d.) Approve Budget Revisions and Manual Journal Entries
- e.) Accept Goal 1 ELA and Goal 2 : Math Progress Measure Report
- f.) Approve Revised Glen Ullin Board Goals

## **7. Reports : Information Only**

- a.) Superintendent Report
- b.) Business Manager Report
- c.) Transportation/Building Director Report
- d.) Counselor Report
- e.) Principal Report
- f.) Activities Director Report
- g.) Past Month Time Tracker Report

## **8. Discussion/Action:**

- a.) Present Color Fund Balance Worksheet Report
- b.) Consider Policy Revision of Policy BCAA Board Agenda and Pre Meeting Preparation. This possible revision has been handed over to the Policy Committee.
- c.) Conduct and Consider Approval of School Board Self Evaluation :
  - 1.) The board has adopted student outcome goals: The board has agreed that for Quarter 2 they were partially proficient with staying partially proficient for Quarter 3.
  - 2.) The board has adopted goal progress measures aligned to each student outcome goal: The board has agreed that for Quarters 2 they were partially proficient with staying partially proficient for Quarter 3.
  - 3.) The board has adopted guardrails: The board has agreed that for Quarter 2 they did not meet with did not meet for Quarter 3.
  - 4.) The board has adopted a monitoring calendar for student outcome goals and student outcome progress measures: The board has agreed that for Quarter 2 they did not meet with did not meet for Quarter 3.
  - 5.) The board has structured operations for success: The board has agreed that for Quarters 2 they were partially proficient with staying partially proficient in Quarter 3.
  - 6.) The board promotes active teamwork and advocacy: The board has agreed that for Quarter 2 they did not meet with did not meet for Quarter 3.

Chasity Wood made the motion to approve the Boards Self Evaluation for Quarter 3. Landon Hoff seconded the motion. A Roll Call vote: was taken Chasity Wood -yea, Andrew Jacobson-yea, Landon Hoff -yea, and Mitchell Bettenhausen -yea. Motion carried.

- d.) Consider Approval of Superintendent Evaluation: In Accordance with North Dakota Century Code 15.1-14-03 and local board policy, the Glen Ullin School Board conducted its annual performance evaluation of the superintendent using the North Dakota School Boards Association Superintendent Evaluation Instrument.

This evaluation reviewed six areas: Goal and Vision Setting, Board Relations, Human Resource Management, Curriculum and Student Support Services, Community Relations, and Operations and Resource Management.

The board determined that the superintendent met or exceeded the satisfactory range in all performance areas. Strengths were most evident in Operations and Resource Management, Board Relations, and Community Relations, where ratings reflected strong fiscal oversight, transparent communication and effective leadership.

Areas identified for continued growth include Human Resource Management and Curriculum and Student Support Services, where the superintendent remains within the satisfactory range but can continue to strengthen instructional leadership and staff development.

Mitchell Bettenhausen made the motion to approve the Superintendent evaluation. Chasity Wood seconded the motion. A Roll Call vote was taken: Chasity Wood -yea, Andrew Jacobson-yea, Mitchell Bettenhausen-yea, and Landon Hoff -yea. Motion carried.

- e.) Consider Approval of Business Manager Evaluation: The Glen Ullin School Board conducted the annual evaluation of the Business Manager Evaluation Instrument.

The evaluation included seven performance areas including coordination of board meetings, financial management, personnel and risk management, elections, assigned duties, and profession competencies and utilize a three – tier scale: Needs Improvement (NI) , Satisfactory (S), and Exceeds Expectations (EE).

The overall evaluation indicates that the Business Manager meets expectations in the areas of board coordination and elections and assigned duties. The board recognized strong initiative, a willingness to learn and a visible commitment to the district and staff.

Opportunities for growth were identified in financial management, risk management, and professional competencies, emphasizing the importance of continued development in fiscal oversight, internal control, processes, and policy awareness.

The self-evaluation aligned closely with the board’s feedback, reflecting appropriate insight into areas of strength and growth. The board encourages ongoing collaboration with leadership to establish mentorship, structured training, and procedural checklists to enhance consistency and confidence in financial operations.

Overall, performance was deemed satisfactory, with areas marked for professional development and continued supervision to support success in this vital role.

The Board appreciates the Business Manager’s continued effort , transparency, and willingness to learn and grow in the position. We value her dedication to the district and the steps she’s taking to strengthen internal controls, communication, and professional practice.

Chasity Wood made the motion to approve the Business Manager evaluation. Andrew Jacobson seconded the motion. A Roll Call vote was taken: Chasity Wood -yea, Andrew Jacobson-yea, Landon Hoff-yea, and Mitchell Bettenhausen -yea. Motion carried.

f.) Consider Approval of Business Managers recommendation to transfer funds from Savings to Money Market Account.

Andrew Jacobson made the motion to transfer the general savings account to the new special rate of 1.74%. Chasity Wood seconded the motion. A Roll Call vote was taken: Chasity Wood -yea, Andrew Jacobson-yea, Matt Morman-yea, and Tony Sifuentes -yea. Motion carried.

## 9. Notes:

a. Next Regular Board Meeting: December 10<sup>th</sup>, 2025, at 7:00 pm

## 10. Adjournment:

Andrew Jacobson made the motion to adjourn at 8:55pm. Chasity Wood seconded the motion. Motion carried.

## General Fund:

A & A Heating & Air	5144	90.00
Martin Bratrud	5145	391.19
Cash Wa	5146	2190.66
Cengage Learning	5147	74.00
City of GU	5148	859.11
Coast to Coast	5149	558.39
Cole Paper	5150	726.97

Concession Stand	5151	27.00
Core Medical Equipment	5152	2854.00
Crea	5153	2675.00
Demco	5154	109.73
DPI	5155	1223.38
DSU	5156	145.00
Eco Lab	5157	315.00
Eido Printing	5158	32.00
Extreme Cleaning	5159	675.00
Farmers Union Oil	5160	2127.52
Alice Fitterer	5161	312.71
Glen Ullin Auto Parts	5162	146.74
Glen Ullin Super Value	5163	484.01
Glen Ullin Times	5164	259.76
Linde Gas & Equipment	5165	265.03
Marco	5166	1323.60
Marshall Lumber	5167	326.97
McGraw Hill	5168	40.20
MDU	5169	3613.91
Menards	5170	95.60
Mid America Books	5171	1537.03
Napa Auto Parts New Salem	5172	995.17
NDSBA	5173	78.00
ND United	5174	133.34
Petty Cash	5175	114.96
Lisa Rowland	5176	26.99
Kayla Schumacher	5177	142.80
Catherine Scott	5178	53.68
Shred ND	5179	53.75
Naomi Silbernagel	5180	74.86
Sysco	5181	9539.84
WRT	5182	312.71

**Activity Fund:**

Atholon I. A . LLC	1888	79.00
Braun	1889	46.53
Coca Cola	1890	120.00
Kelsy Duppong	1891	200.98
Hiliana Estrada	1892	41.82
Fresh Alternative	1893	2242.75
Glen Ullin Super Valu	1894	166.85

Glen Ullin Times	1895	24.00
Karens Creative Embroidery	1896	69.00
KC Custom Air	1897	150.00
Zach Krein	1898	100.71
Logo Magic	1899	2246.00
Petty Cash	1900	20.00
Drew Schimelpfenig	1901	425.34

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Jill Feser President

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Kayla Schumacher Business Manager