

December Q & A

Questions on Agenda Item 5A: (Minutes have been updated to reflect changes)

1. Call To Order: typo: "...called the meeting to order at 7:0 pm"
2. Guests:
 - My notes show a different timeline for the superintendent search:

	Minutes	Notes
Application deadline	1/10/25	1/6/25
Finalist selection	1/17/25	1/13/25
Interviews	1/20/25	1/22/25

- I believe we decided 1/22 for an all-day board meeting for interviews. I noticed the posting on edjobsnd.com shows an application deadline of 1/10.
 - Can the document summarizing the responses to the MTSS survey be posted on the website? **Yes, Kayla will add them.**
 - Can the time tracker be posted on the website? **Yes, Kayla will add them.**
3. Continuous Improvement
 - Goal Progress Measure 1 is missing in the minutes
 - Goal 3 "as of now they have no Goal Progress" should be "as of now they have no Goal Progress Measures".
 - I believe the motion for goals included approving goal 3 without progress measures, not just goals 1 & 2 and their progress measures.
 - I'd leave the guardrail progress measures (listed as "Goal Progress Measures") off the minutes since they are incomplete and were not approved.
 4. Approval of Agenda
 - I made a motion, seconded by Kim to move 5.G (Lockdown Policy) from the consent agenda to discussion. The motion carried.
 5. Consent Agenda did not include G.
 - 6.D. My notes show Marie on the committee for the superintendent job description

Questions on Agenda Item 5. D. Semester Test Policy

Is this a change from last year? **Only the red items are additions that were discussed back in May.**

Who is on the “attendance committee?” Administration makes up the committee.

In the bulleted information it states 3 days, in the below information it says 5 days. Is that correct? Is this per semester? That needs to be changed, so I have updated, Please see attached policy for update.

I don't necessarily agree with the medical excuse not counting. Students can miss a lot of days related to medical reasons. They are still missing school and instructional time in the classroom. Could this be left to the discretion of the teacher and/or attendance committee? No additional discussion was had on this, due to the policy committee agreeing to how this policy was written.

Have the teachers had input on this policy? Yes, All High School staff was given the opportunity to review and provide feedback.

Could we consider different wording for the policy that isn't so rigid? Policy language was created by the staff, so no additional changes were made.

Questions on Agenda Item 5. .E EPA Bus Grant (this item has been moved to Discussion Agenda, however still proving this information to aid in discussion time at the meeting)

- Is the total cost to the school district after the grant \$51,897.62? Yes, this is our cost after the Grant is applied.
- What is the range of this bus?
- How many does it seat? Grant was initially applied to receive a 72 but we can get a 45 passenger.
- How does the length and turning radius of this bus compare to that of other busses in the fleet? Will it be able to turn around at any and all of our rural pickups? Turning Radius will be the same as conventional buses.
- Is another charger required for this bus? Where will it be installed, and is that part of the total cost? In our bid price it already includes a level 2 AC charger. A DC charger is available with an upcharge and installation is the schools expense.
- Does this bus have a diesel heater like our other bus? This bus will come with an auxiliary fuel fired heater.
- Can we get an up-to-date analysis on the fuel cost savings vs. electrical charging costs of our current electric bus? Kayla/Brandt will work on this for the board meeting.
- With the EPA grant, are we required to use the bus for a certain amount of time? Regarding amount of use yes you are required to use the replacement bus a minimum of 85 percent as much as the bus you are replacing.
- Have additional grants/funds been explored to cover the remaining cost of the bus after the EPA grant? No there has not.

- Because of the price involved, does this need to go out for bids? **Due to it being a bid through Harlow's directly, a bid wouldn't be required.**
- What are the current bus drivers' opinions on getting another electric bus? **I don't believe this has been discussed. I know most are concerned about the size.**
- With the Bus grant, do we have a need for another electric bus? Is our first electric bus back up and running yet? Does it pay to have 2 of them when we don't have the resources in the area to work on the first one. I do understand that 50K would be a great price for a new Bus, but would it even be in the budget? **This question as been answered through previous questions.**
- Can you move the bus grant from consent to discussion agenda? **Yes, moved to Discussion | Possible Action Agenda Item 6.A.**

Questions on Agenda Item 5. F: Lunch Fund Transfer

- Can you please remind me what the major cause of this overage was for the last fiscal year? **Unpaid Lunch Balance was about \$3,700 of the negative balance amount, another factor was costs associated with food/supplies and payroll (as you recall during budget hearing) the kitchen staff payroll is associated with the lunch fund (Salaries was roughly \$17, 700)**

Questions on Agenda Item 5H: Superintendent Job Description

- Since the committee was unable to meet on this, can this item be moved to the discussion for approval or to be tabled? **We can table and move to January Agenda.**

Questions on Agenda Item 7.A. Superintendent Report

- What is the expected time frame on the counselor? Can you remind me of how many hours the counselor will be working/available? **The item signed was for our current counselor through CREA, no changes just having Mr. Dick sign off as Interim-Superintendent for her.**

Questions on Agenda Items 7. B. Principal's Report

- Can we get a brief report on the outcome of the December 4 late start? What common behaviors and areas were determined? What were the outcomes of the discussion? What expectations were developed?
- What are the takeaways of action can be taken to improve teacher and board relationships?
- Summer school report? What did it reflect? And how is that related to more money for the district? What is the breakdown?
- Appreciate the update on MTSS. I felt the report during the November meeting was very informative. Thank you to Mr. Hetler and teachers! Do we plan to have an update this

spring? I would like to have the teachers come back and present or at least have a write up on the consent agenda.

- I would like to read through the guardrails/progress measures prior to the meeting if possible. With the complaints regarding the length of the meetings, I feel there isn't enough time to read everything and ask questions. Is this possible?
- I also love the ideas for positive reinforcement for students as well. One thing that they mentioned during the MTSS report was having mentors/buddies in which they paired younger kids with older mentors? Is there any follow up to that?
- Could we consider doing a teacher spotlight in the newsletter? I hear from community members often that they don't know the teachers anymore. That may help. Or maybe each teacher could send home a bio to parents?
- What are we doing to improve the relationship with the board? Some thoughts I have come across. I would like to see the board discuss/address this with school leadership. I am open to Mr. Hetler's feedback, though, as it's ultimately his decision.

Questions on Agenda Item 7. C. Business Manager Report

Is Kim still assisting in the business office? If so, how often and what is the rate of pay? **Yes, she is still helping but not frequently. The last bill was for 10 hours at \$940 total. I have attached the Business Manager Onboarding Agreement that was approved by the board in August for further information.**

Is there a timeline on the audit? Can you remind us of the time frame this audit covers? Are we scheduled for our next audit since we are behind? **The audit is still underway for the 2021 fiscal year, no timeline is given for completion to due timing of collecting information, etc. Once this audit is complete they will move forward with 2022 fiscal year and keep moving until we are current.**

Questions on Agenda Item 7.D. Facility Manager Report

- What is the new custodial staff situation? Who was hired? **Sam Gallant first day 12.2.24 and Bob Kitzan first day will be 1.6.25** What is the future staffing plan? **Future plan would be to have two janitors and Preston with either janitor being able to provide transportation services when needed.**
- How do the new custodial hires fit into the budget? **The one position is replacing the position of the individual as had been previously employed. The other position would be an additional salary and would add to the budget, but with the challenges in coverage and transportation, it would provide more flexibility in those positions in addition to freeing up Preston to focus more on facilities and needs that arise in that area.**
- With hiring 2 new janitors, why or how did that not need board approval? This would be considered making a new/another position which I would assume will be over budget? **The replacement of the one janitor that resigned would not require board approval as unless otherwise indicated, board approves the budget which includes the one hire. The second hire was made based upon opportunity and flexibility of person and position needed. As previously mentioned, it allows Preston to be freed up to focus more on facility needs in the**

absence of a Supt. this year. I am attaching School Policy DBAA for your review, Preston conducted interviews, sought recommendations from internal administrator and consulted Mr. Dick based on all the factors.

- I visited the school one morning last week and was wondering why we have Paraprofessionals/teachers shoveling snow in front of the elementary doors. This has always been done in the past before students arrive at school. This brings up another point in the additional hire, work like this wasn't getting completed due to the current staffing situation.
- Is adding another janitorial position going to help take weight off of other staff that is doing janitorial duties, such as cleaning lunch tables during teacher's prep time? Another good example of how another staff member in the custodial staff could be beneficial, they could also potentially help with recess duty as I know the aids are primarily the persons responsible for this task daily. This will also allow Preston to get the house in order for the future state, which will also help with the "future plan" question above. This department hasn't been well managed and fully functioning for several years. We have severe areas of improvement. Preston has been given some schedule ideas as well, from neighboring schools to help his craft the department to best fit the needs of the district.
- Where is the money coming from for the new extra hire custodian pay? That is a great question, and with the declining enrollment and the decrease in state revenue, it will be a concern for budgetary expenses moving forward. Having three FT janitors and a supervisor is not beyond the realm of need, especially in winter with snow removal, activities, etc. It may need to be looked at again for the coming school year what is the need for janitor coverage as well as transportation needs as it is my understanding one of the people hired would be able to provide some support for transportation. Janitor positions are an at will position, so employees are free to leave at any point, and the district is able to make changes for these positions at any time. I'll be providing a more detailed update on the budget for mid-year at the January board meeting that will show how the district is tracking as of the halfway point of the 24-25 fiscal year.
- Why were the TV's in the office wired to monitor the ITV room? What is the impact/relation to the remote learning facilitators duties? The TV's in the office have been requested relating to the individual who oversees the ITV classroom. They want the ability to look over the students in ITV when the requested person is not there.
- What ideas have been implemented on route 2 regarding disruptions by students? I was informed that after a meeting I had with the route 2 driver things have been going well. The driver has somewhat assigned seats for the some of the younger passengers. The bus does get quite full sometimes and it gets a little loud but that is expected do to the age of some of them. Sometimes the younger kids will kick the back of the seats and when noticed will be reprimanded for it but the driver can not see everything while driving. I feel that the route has improved a lot from what it was like.

- The building committee discussed pulling bills from HA Thompson and looking at the amount covered by the contract vs. not covered. This would be valuable prior to deciding whether or not to renew the contract. Is anyone able to provide that data to the board? I realize Kayla/Janel pulled the bills, but is anyone able to look at the data and offer a recommendation? Pretty much all of HA's big bills are from before I started working here. We have not contacted them for any services other than their PM service which is included in the contract. I've seen that a big job they performed was approved in March of 2024 and I think that the custodians did contract them for issues during the summer because they were running solo with no leadership above them. I think the next step could be a building committee meeting to understand what is all happening with these bills.
- Is there an update on the current electric bus? Preston is working on getting someone lined up to drive it to Bismarck to be fixed as Rud's couldn't do it.

General Questions:

- Is there an update from Dakota Leadership? Yes. Are there any applicants yet? One applicant in, 8 individuals have expressed interest.
- What is the NDSBA hosting cost(s) for the board policies? The \$500 is the one-time webhosting startup cost of your policy manual on our new policy services system. We still handle, review, adjust, etc. your policies which is a part of the annual dues Glen Ullin paid and will continue to do so if you do not wish to move forward with webhosting. We will add this to the January Agenda to finalize, we do have the school policies on the website, via Mrs. C was given the ZIP drive to complete this for us as an interim solution.
- What are the most recent enrollments numbers by class? I have asked the office staff to provide this to me monthly, so I can present it to the board. AS of 12.2.24 enrollment numbers are as follows:
 - PreK – 9 | K – 13 | 1st – 5 | 2nd – 5 | 3rd – 14 | 4th – 8 | 5th – 14 | 6th – 3 | 7th – 10 | 8th – 9 | 9th – 7 | 10th – 15 | 11th – 14 | 12th – 7
 - Pre-k through 6th: 71 | 7th – 12th Grade: 62 | TOTAL: 133
- Can the board packets be posted to the website in case anyone else wants to see them? Yes, it is currently under the “District Info” tab – “School Board” – “Upcoming Meeting Document”
- Question that has been raised many times and never addressed. Can we consider moving the elementary programs to evening? If not, can we please send communication in the next newsletter explaining the “why.” This is something that can be considered next with a new Superintendent at the helm.
- Is there an update on the resource officer? The new hire was approved in October, Morton County will have someone in place after the first of the year, however Officer Tommie has also been stopping in when needed.

- Can Mr. Hetler provide the data for students needing intervention (scores from testing) and where we are compared to the national average? I have asked that this be done in January when we go over the fall testing scores for Math and Reading.