

JAMESTOWN PUBLIC SCHOOL BOARD
Regular Meeting
Unofficial Minutes

Minutes of the regular Jamestown School Board meeting held on Monday, July 20, 2020, 5:15 p.m. in the Thompson Community room in the Middle School.

Present: Jennifer Schmidt, President, Heidi Larson, Vice President, Greg Allen, Melissa Gleason, Diane Hanson, Roger Haut, Jason Rohr, Robert Toso, Steve Veldkamp, Superintendent, Robert Lech, and Sally Ost, Business Manager.

Guests: Gayle Nelson, Aaron Roberts, Polly Peterson, Dustin Jensen, Quentin Pettys.

President Schmidt called the meeting to order and welcomed Jason Linz, and Amy Neustel, Administrative Assistant.

Mr. Haut moved, seconded by Mrs. Larson to approve the old business consent agenda which consisted of June 15, 2020 regular board meeting minutes and payment of bills. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Larson presented clocks to board members Steve Veldkamp and Jennifer Schmidt for their service and dedication to Jamestown Public Schools. Dr. Lech thanked Mr. Veldkamp and Mrs. Schmidt for their commitment to Jamestown Public Schools.

President Schmidt asked for nominations for 2020-2021 school board president. Mr. Toso nominated Roger Haut. Mr. Haut accepted nomination. Mr. Rohr nominated Mrs. Larson. Mrs. Larson declined nomination. Mr. Haut moved, seconded by Mr. Allen to cease nominations and cast a unanimous ballot for Mr. Haut. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Schmidt recessed meeting at 5:24 pm for cleaning and seating of new board members. President Haut reconvened meeting at 5:32 pm.

Mr. Allen nominated Heidi Larson for Vice President. Mr. Toso moved, seconded by Mr. Rohr to cease nomination and cast a unanimous ballot for Mrs. Larson. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Larson moved, seconded by Mr. Allen to approve the dates, time and place for regular school board meetings. The Jamestown School Board shall meet on the first and third Monday of each month at 5:15 P.M unless otherwise noted and with meetings to be held in Thompson Community Room located in the Middle School at 203 2nd Avenue Southeast, Jamestown, North Dakota. Roll call with unanimous "yes" vote. Motion carried.

Mr. Allen moved seconded by Mr. Roberts to approve no changes to School Board Compensation for 2020-2021 fiscal year. Roll call with unanimous "yes" vote. Motion carried.

Mr. Toso declared conflict of interest regarding tuition agreement on the agenda due to he is employed by Pingree Buchanan School District. Mrs. Larson moved, seconded by Mr. Rohr to allow Mr. Toso to vote on tuition agreement. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Larson declared conflict of interest due to being employed by University of Jamestown.

Mrs. Gleason declared conflict of interest due to being employed by University of Jamestown. Mr. Toso moved, seconded by Mr. Rohr to allow to vote. Roll call with unanimous "yes" vote. Motion carried.

Mr. Toso moved, seconded by Mrs. Gleason to approve board member committee assignments and appointment of Heidi Larson to Central Valley Health Board for 2020-2025 term. Roll call with unanimous "yes" vote. Motion carried.

President Haut asked the board to move to number 5b – 1,2,3. Dr. Lech reported on the board's decision from June 15, 2020 to have the Superintendent move forward with a plan for shared facilities for football and track with University of Jamestown. Superintendent Lech has established an option for Jamestown Public Schools to participate in this plan. In 2004, the district entered into an agreement with Energy Services Group to enter into a guaranteed energy savings contract to conduct an energy efficiency audit and corresponding district wide retrofit and repairs of various systems. This contract has resulted in a bond payment through the general fund averaging roughly \$250,000 annually through 2022. Refinancing is an affordable option as it allows the district to leverage remarkably advantageous interest rates while maintaining the existing payment from the general fund for the ESG project. The school board can choose to refinance the ESG project, pay off the remaining two years of those bond payments and generate additional funding through the issuance of 20 year Certificates of Indebtedness. The board will need to adopt a resolution to set the sale. The total amount generated through certificates of indebtedness at the existing general fund payment amount is \$3,987,646. The available project fund is \$3,888,546.25. Dr. Peterson, President of University of Jamestown, reported the estimated cost of the project would be approximately \$11 to \$11.5 million and Jamestown Public Schools commitment is \$2 million. JPS would be looking at this year and next year budget with \$3.9 million estimated to do the shared facility and hit our highest priority expenses on summer projects.

Mrs. Gleason moved, seconded by Mr. Rohr to approve \$2 million to University of Jamestown for the shared facility agreement. Roll call with unanimous "yes" vote. Motion carried.

Mr. Allen moved and seconded by Mrs. Gleason to approve to participate in School Bond Credit Enhancement Program. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Gleason moved, seconded by Mr. Toso to approve the public sale of \$3,920,000 state aid refunding certificates of Indebtedness, series 2020 bond sale resolution. Roll call with unanimous "yes" vote. Motion carried.

Mr. Allen moved, seconded by Mr. Toso to approve notice of bond sale. Roll call with unanimous "yes" vote. Motion carried.

Mr. Toso moved, seconded by Mr. Allen to approve the new business consent agenda which consisted of payment of bills, pledged securities, annual review of policies: Parties Approved to Receive Student Data, FGA-E8, Non Discrimination & Anti-Harassment AAC, Suspension & Expulsion FFK and Carrying Weapons FFD, and other items including: approval of signature cards for bank deposits/withdrawals to be the following individuals: School Board President, Superintendent, Business Manager, and Food Service Director at Wells Fargo Bank, US Bank, and Unison Bank; Resolution to permit the Jamestown Public School District to obtain personal and real property owned by the United States and declared surplus property, and to empower the Superintendent and his designee as authorized representatives of the Jamestown Public School District, Designate Superintendent Lech as representative of Jamestown Public Schools to the advisory committees for the James Valley Career and Technology Center, designate "The Jamestown Sun" as the official newspaper of the Jamestown Public Schools, approval to submit Summer School Membership reports to the Department of Public

Instruction, resolution to permit the School Board President, Superintendent and Business Manager to execute or cancel a lease or leases for rental of one or more safe deposit boxes, to have access, exchange or surrender and appoint deputies to act on behalf of the District; to submit the Annual Financial Report to the Department of Public Instruction, Membership in the North Dakota High School Activities Association and designation of the Superintendent, Activity Director, and Principals as the official representatives in administering interscholastic activities of the association, Board approval authorizing the individual school administrators to administer the School Immunization Law, Section 23-07-17.1 NDCC , to submit the IDEA-B FY20 grant application to the Department of Public Instruction and Preschool Grant, approval to submit the 2020-2021 Consolidated application for Title I Title IIA and Title IVA to the Department of Public Instruction, Approval to designate Superintendent Lech as authorized representative for Title I, Title IIA, Title IVA, and other federal, state and local grants and in his absence grant authority to Sally Ost, Business Manager, to sign as authorized representative on his behalf, Approval to designate Jennifer Jung as Homeless Coordinator and Foster Care Liaison, Eddy Delzer as Title I Coordinator and as EL Coordinator, Approval to designate Sally Ost, Business Manager, as Title IX Coordinator, Approval of Heidi Budeau, Director of James River Special Education Cooperative, as District 504 Coordinator, Approval of Robert Lech, Superintendent as Nondiscrimination Coordinator, Approval of the Memorandum of Understanding with James River Education Cooperative in the amount of \$20,000.00, deletion of fixed assets, Approval of summation of E-rate Applications for Jamestown Public schools and James Valley Career and Technology Center and appoint the District Administrator or his designee as authorized representative, Approval of an open enrollment application for a 9th grade Jamestown student to attend Pingree Buchanan Public School for the 2020-2021 school year, Approval of an open enrollment application for a 6th, 4th, 3rd, and 1st grade Barnes County North Students to attend Jamestown Public School for the 2020-2021 school year. Roll call with unanimous “yes” vote. Motion carried.

Superintendent Lech reported Dr. Peterson will announce tomorrow the facility partnership between University of Jamestown and Jamestown Public Schools.

Superintendent Lech reported the new board members started orientation with getting to know each other, meeting their mentors (Diane Hanson with Gayle Nelson and Heidi Larson with Aaron Roberts) and a formal plan to move forward. Department of Instruction and ND School Board Association does a new board member training at the October Conference and attendance is required by law.

Superintendent Lech reported the governor and Department of Instruction has given out the Re-entry Planning guidelines. A task force has been developed to meet with the guidelines this week. Dr. Lech was on the state level re-entry committee. Surveys were sent out to parents and staff. The plan will come to the board for approval. The task forces has several variables to review.

Superintendent Lech congratulated both Mr. Ken Aune and Mr. Jason Rohr for being selected as finalists for the open seat on the State Board of Public Education. This position is appointed by the Governor.

Superintendent Lech reported our school board has made a commitment to professional learning through the district’s strategic plan for school board members. The district adopted informal mentoring for new school board members. New board members are

required to attend a local new board member orientation conducted by central office administrators and school board members. Board education is provided each month along 6 competencies of effective governance (Contextual, Educational, Interpersonal, Political, Analytical and Strategic). School board members conducts a monthly evaluation exercises of the superintendent and board meeting assessments at the conclusion of each meeting. ND Century Code requires that new board members attend a one-day training within one year of election. The training is held at the annual convention for the ND School Board Association in October. The school board recognizes the importance that professional learning opportunities play in an effective school board. Members are placed on a rotation to attend the National School Board conference with their mentors.

Mr. Toso moved, seconded by Mrs. Gleason to approve the checking and savings accounts:

General Fund	Wells Fargo Bank, Jamestown
Special Reserve Fund	Wells Fargo Bank, Jamestown
Building Fund	Wells Fargo Bank, Jamestown
Debt Service Fund	Wells Fargo Bank, Jamestown
School Food Service	US Bank, Jamestown
School Activity Fund	Wells Fargo Bank, Jamestown
Health Insurance Fund	Wells Fargo Bank, Jamestown
James Valley Career/Technology Center	US Bank, Jamestown

Roll call with unanimous “yes” vote. Motion carried.

Mrs. Ost, Business Manager, gave information on the 2019-2020 general fund balance and summary of debt.

Mr. Allen moved, seconded by Mr. Toso to approve the monthly financials. Roll call with unanimous “yes” vote. Motion carried.

Mrs. Sally Ost went through the 2020-2021 Final Budget. Mr. Rohr moved, seconded by Mrs. Gleason to approve the 2020-2021 Final Budget. General Fund in the amount of \$31,874,441.09, Special Reserve Fund in the amount of \$199,526.00, Building Fund in the amount of \$804,552.50, Debt Service Fund in the amount of \$315,452.50, Food Service Fund in the amount of \$1,443,104.05, Activities Fund in the amount of \$1,035,200.00, Health Insurance Fund in the amount of \$3,725,500.00, and James Valley Career and Technology Center Fund \$1,204.955.04.

Mr. Allen moved, seconded by Mrs. Gleason to approve the 2020-2021 Certificate of Levy.

Tax Levy:

1. General Levy 70 mills \$5,309,710.00
2. Building Levy 10 mills 758,530.00
3. High School Tuition Levy 7 mills 530,971.00
4. Miscellaneous Mill Levy 12 mills 910,236.00
5. Special Assessments 1 mills 75,856.00

Roll call with unanimous “yes” vote. Motion carried.

Mrs. Nelson moved, seconded by Mr. Roberts to approve the hire of Andrew Roorda as Precision Machining Instructor, .25 FTE, Salary \$11,079.25 at the Career and Technology Center for the 2020-2021 school year. Roll call with unanimous “yes” vote. Motion carried.

Mr. Allen moved, seconded by Mrs. Nelson to approve the second reading of Prohibition on Aiding Sexual Abuse ABCE policy. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Gleason moved and seconded by Mrs. Nelson to approve the amended Elementary School Attendance Area FAB Policy. Review of the Elementary Attendance Area Waiver Form. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Nelson moved, seconded by Mr. Allen to approve a tuition agreement of a 11th grade Gackle Streeter student to attend Jamestown Public School for the 2020-2021 school year. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Gleason moved, seconded by Mrs. Nelson to approve the Elementary Secretary Handbook, Transportation Handbook, Home Education Handbook, Teacher Handbook, Support Staff Handbook, High School Handbook, Jamestown Hub and the Staff Responsibility Handbook. Roll call with unanimous "yes" vote. Motion carried.

President Haut announced the next item on the agenda is an executive session. This matter involves the Jamestown Education Association and a prior applicant for employment Nate Soulis. If anyone has a conflict of interest to declare it prior to entering into executive session. No conflicts declared.

Mr. Toso moved that the Board enter into executive session for the purpose of attorney consultation regarding and in anticipation of reasonably predictable civil litigation and to receive its attorney's advice and guidance on the legal risks, strengths, and weaknesses of an action which, if held in public, would have an adverse fiscal effect on the school district, pursuant to North Dakota Century Code(NDCC) Section 44-04-19.1(2), (5). That the following members and administrators be identified as being present: school board members Greg Allen, Melissa Gleason, Roger Haut, Heidi Larson, Gayle Nelson, Aaron Roberts, Jason Rohr, and Robert Toso. Superintendent Robert Lech, Business Manager Sally Ost and Attorney Rachel Bruner, via telephone. That the date and time are: July 20, 2020 at 7:30 pm, that only the following topic will be considered in executive session; pending adversarial administrative proceedings and negotiating strategy or providing negotiating instructions to district's attorney that the executive session be recorded. Seconded by Mr. Rohr. Motion carried.

Open meeting resumed at 8:37 pm.

There being no further business, President Haut adjourned the meeting.