



**Wilton Public School District #1**  
**PO Box 249**  
**Wilton, North Dakota 58579-0249**  
**Ph: (701) 734-6331 Fax: (701) 734-6944**

**Date:** July 22, 2020

**Present were:** Jason Gregoryk, Misty Schafer, Nicole Schurhamer, Duane Johnson, Jessica Oswald, Superintendent Jordan, Business Manager Kirchmeier, Principal Hettich, and Assistant Principal Klabunde. Other Attendees Machaela German.

**Annual Board Meeting:** The Annual Board Meeting was called to order at 6:00pm with the pledge of allegiance.

- I. **Approval of Agenda:** Schurhamer/Oswald moved to approve the agenda. All in favor. Motion Carried.
- II. **Approval of Consent Agenda:** The Consent Agenda includes the minutes of previous meetings (June 15, 2020 Regular Meeting) the presentation of bills, and the financial reports. Johnson/Oswald moved to approve the consent agenda. Roll call vote: Johnson – yes, Oswald – yes, Schurhamer – yes., Schafer –yes. Motion Carried.
- III. **Presentation of Bills:**
- IV. **Public Comment:** No Comment
- V. **Standing Reports:**
  - A. **Athletic Report:** Nothing to report.
  - B. **Technology Report:** Nothing to report.
  - C. **Principal Report:** Teachers are busy working hard to get their classrooms and lessons ready for the year! They are anxious to know what the year will bring. Mrs. Klabunde and Mrs. Wood have moved all summer training to a virtual platform. The Daily 5 training is being done currently by 4 teachers and Mrs. Klabunde. The CHAMPS training will be done virtually and then there is a follow up course through CREA. Summer school starts July 24<sup>th</sup>. Miss Fitterer and Mrs. Dolan are teaching that this year. We have 14 kids enrolled. We are hoping to host a Teacher Prep Party again this year. It may just look a little different. Many teachers say this is one of the highlights of their year. If you know of anyone that would like to donate prizes for teachers please let Mrs. Wood know!
  - D. **Superintendent Report:** Back to School Information August 13: New Teacher Orientation August 17-18: Teacher In-Service, August 17: Back to School Night (we are not sure if this will be canceled), August 20: First Day of School (this may change, we may need some more time to prepare). ND Safety Council Trainings: took two trainings from them that revolved around safety plans for the start of school. Profile of a Graduate: We will continue to this work with our team this year. Full-Service Community School: We will develop an action plan through this community committee this year. Through PATH we can offer a half time social worker position. They will hopefully be on board when school starts.
- VI. **Special Committees:**

**School Board Committees:**

**VII. Unfinished Business:**

- a. Community Facilities Committee Update:** The next meeting is July 29<sup>th</sup> at 6pm via Zoom.

**VIII. Organize the Board:**

- A. Oath of Office:** Congratulations to Jason Gregoryk on his election of the Wilton School Board. He took the oath of office with the Business Manager after the election was approved.
- B. Elect officers:**
1. President – Duane nominated Misty Schafer, Misty nominated Nicole Schurhamer. Votes were written on a piece of paper and collected; Misty Schafer 4 votes, Nicole Schurhamer 1 vote. Johnson/Oswald moved to approve Misty Schafer as the President. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
  2. Vice President – Duane nominated Jess Oswald , Jessica nominated Nicole Schurhamer. Votes were written on a piece of paper and collected; Jessica Oswald 0, Nicole Schurhamer 5. Oswald/Johnson moved to approve Nicole Schurhamer for Vice President. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- C. Ogranization:**
1. Official newspaper – Johnson/Oswald moved to approve the Leader News be named the official school newspaper for the 2020-2021 school year. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
  2. Official Depository – Oswald/Johnson moved to name The Union Bank of Wilton as the official school depository for the 2020-2021 school year. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
  3. Call for Pledge of Assets – Oswald/Johnson moved to table this until next month. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
  4. Declaration of Conflict of Interest – Johnson/ Oswald moved to approve conflict of interest for Nicole Schurhamer Hefty Seed and Wilton Park Board. Roll Call Vote: Oswald – Yes, Schurhamer – Abstain, Johnson – Yes, Gregoryk – Yes, Schafer – Yes. Motion Carried. Oswald/Johnson moved to approve conflict of interest for Misty Schafer, Schafer Interprises. Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Abstain. Motion Carried. Johnson/Gregoryk moved to approve conflict of interest for Jessica Oswald, Oswald Insurance Agency. Johnson – Yes, Oswald – Abstain, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried. Oswald/Gregoryk moved to approve conflict of interest for Duane Johnson Wilton Sales and Use Tax Committee. Roll Call Vote: Johnson – Abstain, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Gregoryk – Yes, Schafer – Yes. Motion Carried.
  5. Sanction Administrator’s Involvement in State and National Business – Johnson/Oswald moved to approve to sanction administrator’s involvement in state and national business. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.

6. Hot Lunch and Breakfast Prices – Oswald/Gregoryk moved to approve to keep the meal prices for the 2020-2021 school year as follows: Lunch Grades Pre-K-6 \$2.15, 7-12 \$2.60, Adult/Guest \$3.25. Breakfast Pre-K- 6 \$1.50 and Adult Guest \$2.00. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
  7. Student Fees, Athletic Fees, Gate Admission – Gregoryk/Oswald moved to set the price of student activities fees, student and family activity tickets and gate admissions as follows: Athletic fees: \$25.00 per sport for JH and SH (\$150 maximum per family). Gate Admission for athletic events Adults \$5, students K-12 \$3, and Senior Citizen age 65 and older \$4. Gate admission for doubleheader athletic events Adults \$6, Students K-12 \$4, and Senior Citizen age 65 and older \$5. Gate Admission for JH athletic event \$2. Athletic Event Season Passes Adults \$65, Students K-12 \$45, Senior Citizen (65 and older) \$55, and Family Pass \$135. Class Fees (9-12 grades) ITV Anatomy \$50, ITV Art \$50, FCS Foods \$15, FCS \$10, Vo-Ag \$10, Science Labs \$10, Drivers Ed \$100. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
  8. Mileage Rate: Johnson/Gregoryk moved to set travel rates following NDSBA at the government rates for meals and mileage. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- D. Appoint Business Manager:** Johnson/Gregoryk moved to appoint Jenna Kirchmeier as Business Manager for the Wilton Public School District. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- E. Authorize Account Access and Co-Signers of Checks:** Oswald/Gregoryk moved to name the Board President Misty Schafer, Vice President Nicole Schurhamer, and the Business Manager on all accounts for the Wilton Public School at The Union Bank of Wilton, and to name them as co-signers for checks for the general, special reserve, building, hot lunch, and co-curricular funds. V. Johnson/Oswald moved to approve Business Manager and the Superintendent to access the safe deposit box for the Wilton Public School District at The Union Bank of Wilton. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- F. Approve School Curriculum:** Oswald/Johnson moved to approve the Wilton Public School Curriculum for the 2019-2020 school year. Rescind motion from Johnson/Schurhamer due to needing to check on some foreign language stuff. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- G. Committees:**
1. **Transportation/Facilities/Equipment Committee** – Duane Johnson/Jessica Oswald
  2. **Curriculum/Policies** – Nicole Schurhamer/Jason Gregoryk
  3. **Negotiations/Finance** – Misty Schafer/Jessica Oswald (Nicole Schurhamer – alternate)
  4. **Coop Committee** – Misty Schafer/Jason Gregoryk
  5. **Technology** – Duane Johnson/Nicole Schurhamer
  6. **Full Service Community School Grant Board Representative** – Duane Johnson
  7. **MTSS Board Representative**- Nicole Schurhamer
  8. **FFA Board Representative** – Misty Schafer

#### **VIII. New Business:**

- A. Annual Financial Report:** Business Manager Jenna Kirchmeier gave us an update on the Annual Financial Report. Wilton Public School finished with a overall 23% carryover.

- B. **School Audit:** Oswald/Schurhamer moved to approve Haga Kommer to conduct the 2019-2020 School Audit for \$9500.00. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- C. **Authorized Representative for Federal Programs:** Johnson/Schurhamer moved to approve the Superintendent to be the authorized representative for the following federal programs: Title I, Title II, Title III, Title IV, Transfer funds, Title I Cooperative agreement with Wing, Reaped Funds, School Food Service, and Federal Vocation Programs. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- D. **Handbooks:** Oswald/Schurhamer moved to approve the 2020-2021 Wilton Public School handbooks as presented. After discussion Oswald/Schurhamer ammended motion to update the Preschool Sliding Fee Scale. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- E. **Purchasing Limit:** Johnson/Schurhamer moved to approve the current purchasing limit of \$6000.00 for the 2020-2021 school year. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- F. **School Perceptions Survey:** Johnson/Oswald moved to approve the school perceptions survey in the amount of \$9400.00. Roll Call Vote: Johnson – Yes, Oswald – Yes, Gregoryk – Yes, Schurhamer – Yes, Schafer – Yes. Motion Carried.
- G. **Fall Re-Start Plans:** Mr. Jordan will provide an update on a fall re-start. There will likely need to be a pecial meeting to approve this plan.

XI. **Other Items:**

X. **Announcements:**

XI. **Next Meeting:** August 19, 2020 6:00pm

XI. **Motion to Adjourn:** Johnson/Oswald moved to adjourn the meeting at 7:39pm. Motion Carried.

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**Board President**

**School Board**

Misty Schafer, President  
 Nicole Schurhamer, Vice President  
 Jessica Oswald  
 Lodee Arnold  
 Duane Johnson

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**Business Manager**

**Administration**

Andrew Jordan, Superintendent  
 Macy Hettich, Principal  
 Lisa Klabunde, Assistant Principal  
 Jenna Kirchmeier, Business Manager