



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

- 1) Date: March 14, 2018
- 2) Present were: Lodee Arnold, Misty Schafer, Duane Johnson, Angela Riehl, Nicole Schurhamer, Superintendent Meier, Principal Seiler, Assistant Principal Hettich, and Business Manager Kirchmeier. Other attendees Cheryl Sawicki, Nathan Stamstad, Kayla Durkin, Ella Leidy, Tavi Hirchert, Kelly Timmerman, and Vicky Bender.
- 3) Regular Board Meeting: The Regular Board Meeting was called to order at 6:35 PM with the Pledge of Allegiance.
- 4) Approval of Agenda: Riehl/Schafer moved to approve the agenda. All in favor. Motion carried.
- 5) Approval of Consent Agenda: The Consent Agenda includes the minutes of previous meetings, the presentation of bills, and the financial reports. Schurhamer/Johnson moved to approve the consent agenda. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
- 6) Presentation of Bills:  
ADVANCED BUSINESS METHODS 794.38; AFLAC 881.26 ; BERNATELLO'S PIZZA, INC, 1,861.50; BSN/PASSION'S/GSC CONLIN SPORT 372.90; CAPITAL CITY RESTAURANT 108.00; D&E SUPPLY CO 445.70; DEAN FOODS NORTH CENTRAL, INC 330.92; DELTA DENTAL 556.20; DICKINSON PUBLIC SCHOOL 90.00; FARMER'S UNION OIL CO 327.36; HARVEY HIGH SCHOOL 109.00; HOBBY LOBBY 52.87; JPMORGAN CHASE BANK 13,622.26; LINDTECH SERVICES INC. 1,306.00; Mid Atlantic Trust Company - FBO Wilton 1,650.00; MID DAKOTA EDUCATION COOPERATIVE 35.00; ND DEPT OF PUBLIC INSTRUCTION 405.14; ND STUDENT ACTIVITIES ASSOCIATION 400.00; NDPERS 4,910.01; NDPSE-MATHCOUNTS 103.00; NORTH DAKOTA UNITED 1,068.64; PAN-O-GOLD 171.50; ROLLA ARCHERY CLUB 560.00; SANFORD HEALTH PLAN 22,267.28; SCHAFFER, BERNARD 10.50; STANLEY - POWERS LAKE SCHOOL 20.00; STATE INDUSTRIAL PRODUCTS 423.68; UNIVERSAL ATHLETIC 1,114.50; US FOODSERVICE, INC. TM 6,875.00; VISION SERVICE PLAN 116.76; WAL-MART COMMUNITY/GEMB 262.09
- 7) Standing Reports:
  - a) Athletic report: Girls Basketball is done. We finished the season with 4<sup>th</sup> place in the Region. All Region team member was Lauren Koski. Boys Basketball is in Regional. To be continued. All District Tournament team members were: Slade Schatz, Nick Backman, and Tate Dickson. All District Team members were: Nick Backman and Tate Dickson. All region: Nick Backman and Tate Dickson. Junior High Boys Basketball is over. Results are 3<sup>rd</sup> place. Track started March 6. We have roughly 18 athletes and Wing has 10 athletes. Baseball will begin March 19. We will send about 4 boys to Washburn. Softball will also begin March 19. Our new jerseys are in and look great. FFA, archery, and robotics will be coming to an end. More information will be in the April report. Close Up is in Washington DC this week.
  - b) Technology report: The 16 ft boards have been ordered and will be delivered to Bus Barn on April 2<sup>nd</sup>.
  - c) Principal report: First-ever Student-Led Conferences were a success! 95% attendance/11 students missed. Ag Fair was put on by FFA members for elementary students. We are looking into the opportunity to have a mini food pantry available at the school for students/families in need. Dr. Seuss's birthday was celebrated in conjunction with Reading Month kick-off. Music festivals took place in Washburn for students in grades 5-12. Close Up students are currently on their trip. Registration has begun. ITV & MRACTC courses must be solidified by the middle of April. Students competed in the State Math Meet despite the blizzard! 5<sup>th</sup> – 6<sup>th</sup> grade talent show was put on by the music substitute. Miss ND put on an assembly for all students today. Junior High Acalympics took 2<sup>nd</sup> at the Linton Meet. Upcoming: Full day Professional Development, ACT, Grades 7-12 Career Exploration Day, 8<sup>th</sup> Grade Parent Night, AdvancEd Review. Speech members Ella Leidy, Tavi Hirchert, and Coach Timmerman talked about their season thus far. Mrs. Durkin was here to talk about Junior National Honor Society start up.

- d) Superintendent report: We have our AdvancEd Review March 28<sup>th</sup> and 29<sup>th</sup>. Mrs. Meier discussed where we are sitting with the budget and the projects that we would like to see come out of this budget. Mrs. Meier gave an update on openings/contracts. The items that are up for review on the Strategic Plan are Staff Recognition/Years of Service/Retirement Gifts. Schurhamer/Riehl moved to approve staff appreciation gift up to \$35 a piece. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried. Snow make up day is Thursday March 15, 2018 and April 3-5 15min before and 15min after to make up the 2hrs. There will be an Innovation Article in the April Leader News Article on Wilton Public School. Mrs. Meier shared a North Dakota Medical Marijuana FAQ Sheet. She also discussed the Grant info.
- e) Special committees:
- i) Building level committee: Curriculum/Policy Committee met on 3/14 reviewed BDD, FGDD, FDD (tabled), BAA. Finance/Negotiation met on 3/12 reviewed budget and salaries for next school year.
  - ii) School Board committees: Nathan Stamstad from the Crisis Committee presented updates on the numbering of the doors on the school building. Discussed the glass doors and looking into putting a film on them to make them safer. Lots of discussion went on regarding safety of students.
- 8) Unfinished Business:
- a) Cameras: Johnson/Schurhamer moved to approve Electro Watchman, Inc. to replace, add, and upgrade security camera for \$40,224.90 to be paid out of the special reserve fund. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
- 9) New Business:
- a) Personnel:
    - i) Riehl/Schafer moved to approve hiring Savannah Hogue as the Guidance Counselor starting in the 2018/2019 school year. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
    - ii) Riehl/Schafer moved to approve a 2.58% increase for all classified staff for the 2018/2019 school year. Hourly wages are as follows: John Clausen \$20.20, Mike Binsfeld \$14.79, Cheryl Sawicki \$14.00, Lyndsey Cleveland \$16.91, Kylee Schuh \$12.68, Sandy Johnson \$13.21, Brianna Bauer \$11.31, Susie Silliman \$14.10, Cordell Bender \$13.34, Majorie Axt \$12.11, John Clausen Bus Driver an additional \$22.39 per route, Dan Davenport \$44.38 per route, Kelly Erlandson \$41.03, Jolene Koth \$20.29, Kristie Hagseth \$15.85, Bus Co-Curricular drivers \$16.74. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
    - iii) Riehl/Schafer moved to approve a market analysis adjustment of 3% for Cheryl Sawicki, Marjorie Axt, and Brianna Bauer for the 2018/2019 school year. Hourly wages are as follows with the additional market analysis for Cheryl Sawicki \$14.41, Brianna Bauer \$11.65, Marjorie Axt \$12.47. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
    - iv) Schafer/Riehl moved to approve the contract of Assistant Principal Macy Hettich, for the 2018/2019 school year to include 202 days and a salary of \$61,236.40. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
    - v) Schafer/Riehl moved to approve the contract of Principal Courtney Seiler, for the 2018/2019 school to include 202 days and a salary of \$71,794. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
    - vi) Schafer/Riehl moved to approve 2018/2019 summer contract for Courtney Seiler to include 6 days and a salary of \$2100 to serve as the summer school administrator. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
    - vii) Schafer/Riehl moved to approve the contract of Technology Coordinator, Brett Thompson, for the 2018/2019 school year to include 182 days and a salary of \$44,825 and up to 12 days of summer work based on an hourly rate of current salary. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
    - viii) Schurhamer/Riehl moved to approve contract of Business Manager, Jenna Kirchmeier, for the 2018/2019 school year at an hourly rate of \$23.74 and \$2500 compensation for the completion of the 61 credit North Dakota Business Manager Certification Program. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.

- ix) Schafer/Schurhamer moved to approve the contract of Superintendent, Amanda Meier, for the 2018/2019 school year for a salary of \$94,500.00 and 15 days vacation cumulative to 15 days. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
  - b) Summer Program: Schafer/Riehl moved to approve Brianna Busch, Kelly Timmerman, Ivy Rath, and Trevor Yetterboe to run the summer program at \$25 per hour. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
  - c) Audit: Riehl/Schafer moved to approve the fiscal year 2017 audit completed by Mahlum Goodhart, PC. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
  - d) Honeywell Annual Report – Riehl/Johnson moved to approve the final Annual Verification Report by Honeywell. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
  - e) Foreign Exchange Student: Schurhamer/Schafer moved to approve Alexander Arakelov for two semesters of study on a full course of study J-1 exchange visa through the International Student Exchange. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
  - f) School Board Policy Review: Riehl/Schurhamer moved to approve the second reading of policies KAAD, FFB, and AAC with no changes. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
  - g) Superintendent Evaluation: Riehl/Schurhamer moved to approve Superintendent Evaluation as Satisfactory. Roll call vote: Arnold – yes, Schafer – yes, Johnson – yes, Riehl – yes, Schurhamer – yes. Motion carried.
- 10) Other Items:
- 11) Announcements:
- 12) Next Meeting: April 18<sup>th</sup> 6pm
- 13) Motion to Adjourn: moved to adjourn the meeting at 9:47PM. Motion carried.

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Board President

School Board  
 Lodee Arnold, President  
 Misty Schafer, Vice President  
 Angela Riehl  
 Nicole Schurhamer  
 Duane Johnson

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Business Manager

Administration  
 Amanda Meier, Superintendent  
 Courtney Seiler, Principal  
 Macy Hettich, Assistant Principal  
 Jenna Kirchmeier, Business Manager