



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

- 1) Date: May 20, 2020
- 2) Present were: Lodee Arnold (via phone at 6:02pm), Jessica Oswald, Misty Schafer, Nicole Schurhamer, Duane Johnson, Superintendent Jordan, Business Manager Kirchmeier, Principal Macy Hettich, and Assistant Principal Lisa Klabunde (via phone). Also in attendance Michaela Germann, Chad Oswald, and Todd Newton.
- 3) Regular Board Meeting: The Regular Board Meeting was called to order at 6:00 PM.
- 4) Approval of Agenda: Schurhamer/Johnson moved to approve agenda with additions New Business G. Open Enrollment. Motion carried.
- 5) Approval of Consent Agenda: The Consent Agenda includes the minutes of previous meeting April 15, 2020, presentation of bills, and the financial report. Schurhamer/Johnson moved to approve the consent agenda. Roll call vote: Oswald - yes, Schurhamer – yes, Johnson – yes, Arnold – yes, Schafer - yes. Motion carried.
- 6) Presentation of Bills: ADVANCED BUSINESS METHODS 1,005.16; AFLAC 700.93; AMAZON.COM 250.48; APPLE INC. 11,760.00; BEK COMMUNICATIONS 294.50; BHG, INC. 584.81; BULTEMA, KIMBERLY 117.55; CENTRAL REGIONAL EDUCATION 500.00; CITY OF WILTON 610.88; DACOTAH PAPER CO 1,433.28; DAKOTA BOYS AND GIRLS RANCH 4,040.00; DEAN FOODS NORTH CENTRAL, INC 614.46; DELTA DENTAL 825.25; DUB, DEBORAH 200.00; FARMER'S UNION OIL CO 34.06; FOOD SERVICES OF AMERICA 1,165.37; FRONTLINE TECHNOLOGIES GROUP LLC 3,365.69; GRAND 15 THEATRES (900.00); HARLOW'S BUS SALES INC 76.85; HARRIS, BILLY 23.25; HIRSCH FLORAL & GIFTS (50.00); HOGUE, SAVANNAH 199.85; INNOVATIVE OFFICE SOLUTIONS LLC 20.70; JEREMY, SAEMAN (530.00); JESSE KNUTSON PHOTOGRAPHY (700.00); JPMORGAN CHASE BANK 2,341.82; LANDSIEDEL, SHERRI 127.60; LINDTECH SERVICES INC. 1,551.00; MCFARLEN, JANET 8.00; METHOD TEST PREP 777.92; Mid Atlantic Trust Company - FBO Wilton 1,230.00; MIDWEST SPORTS 1,041.00; MONTANA DAKOTA UTILITIES CO. 1,662.34; ND INFORMATION TECHNOLOGY DEPT 27.60; ND INTERSCHOLASTIC ATHLETIC ADMIN (275.00) ; ND SCHOOL BOARDS ASSOCIATION 3,329.77; NDCEL 80.00; NDFFA ASSOCIATION 750.00; NDPERS 5,860.41; NORTH DAKOTA SMALL ORGANIZED 450.00; NORTH DAKOTA UNITED 1,394.78; NORTHERN TROPHY 12.50; OHLHAUSER, KRISTIE 329.42; OTTER TAIL POWER CO 5,799.15; PAN-O-GOLD 259.94; PEARCE DURICK PLLC 2,280.00; QUAVERMUSIC.COM, LLC 1,960.00; QUILL CORPORATION 268.56; QUINN, HEIDI 195.25; RDO EQUIPMENT 43.32; REGION VII SPEECH/MUSIC/DRAMA (20.00); ROBERT'S FLORAL INC 100.90; rSCHOOL TODAY 300.00; SANFORD HEALTH PLAN 27,820.01; SCHULER, BRENDA 50.65; SEELYE, KODY 14.15; SOFTWARE UNLIMITED INC. 3,550.00; STEIN'S, INC. 1,086.70; TIE 920.00; TRINITY 3 LLC 5,180.00; US DEPARTMENT OF EDUCATION AWG 195.12; VISA 141.82; VISION SERVICE PLAN 237.02; WASHBURN PUBLIC SCHOOL 261.11; WILTON - WING COOP 10,070.44; WILTON PTO 210.70
- 7) Standing Reports:
 - a) Athletic Report: Nothing to report at this time.
 - b) Principal Report: We had student device check in and returned their desk and locker items. Many teachers and paras volunteered to help! The master schedule is completed for High School. Elementary schedules are coming together. We will have to wait until Fall to do interventions schedules based on the baseline data we get from the students. We are working on getting kids signed up for the Close-Up trip next year. We had end of year planning day meetings with all of our teachers and the new teachers for the next year. We held 6th and 8th grade question and answer sessions for parents and students. It was great to see the students and hear their questions! We held an end of the year virtual party for teachers where we handed out awards. On May 8th we had previous Wilton graduates on a virtual call to do a question and answer panel for this year's juniors and seniors. It was so fun to hear the successes of our previous seniors! Graduation was held in the gym. We were able to host a traditional ceremony for the most part.
 - c) Superintendent Report: The Superintendents of McLean County sent a letter of support for Great River Energy. Annual NDMTSS Conference is cancelled this year. Other than cleaning and painting we have put summer projects on hold until we know about our building assessment and project. We will be working through the guidance given to us to come up with a re-entry plan for fall re-entry. We currently have a plan we will share for summer re-entry guidelines.

- 8) Special committees:
 - a) Building level committee: Nothing to report at this time.
 - b) School Board committee: Duane Johnson and Jessica Oswald shared info from the ICON meeting that was held on May 14, 2020.
- 9) Unfinished Business:
 - a) School Board Election: Business Manager reminded them to get word out that McLean County Auditor is sending us absentee ballot applications for school election, but Burleigh County Election Coordinator is not. So those people living in Burleigh County need to fill out an application at school in order to get a ballot sent to them.
 - b) Community Facilities Committee Update: Mr. Jordan and board committee members shared info on last night's Committee Meeting on the Capital Maintenance Plan.
- 10) New Business:
 - a) Personnel: Mr. Jordan recommends hiring Marisa Mund for 4th grade. Schurhamer/Johnson moves to approve the contract for Marisa Mund for the 2020-2021 school year. Roll call vote: Oswald - yes, Schurhamer – yes, Johnson – yes, Arnold – yes, Schafer - yes. Motion carried.
 - b) Insurance and Agent: We need to have an agent on file for ND State Fire and Tornado. Agents Chad Oswald and Todd Newton were here to present information. Johnson/Schurhamer moved to Table this at this time. Roll call vote: Oswald - abstain, Schurhamer – yes, Johnson – yes, Arnold – yes, Schafer - yes. Motion carried.
 - c) Renewals:
 - a) Software Unlimited: This is the financial software that the Business Manager uses. Oswald/Johnson moved to approve the Software Unlimited renewal at \$3550 for the 2020-2021 school year. Roll call vote: Oswald - yes, Schurhamer – yes, Johnson – yes, Arnold – yes, Schafer - yes. Motion carried.
 - b) Frontline Education: This is our absence management software and it gets renewed yearly. Oswald/Johnson moved to approve the Frontline Education renewal at \$3365.69 for the 2020-2021 school year. Roll call vote: Oswald - yes, Schurhamer – yes, Johnson – yes, Arnold – yes, Schafer - yes. Motion carried.
 - d) Summer Programming: We will be following DPI's/Governors guidance for all summer programming which includes; CREA Summer ESP, Summer School, ESY, and Driver's Education.
 - e) Early Childhood Grant: Each year we apply to get reimbursed for 4 year old students on free and reduced meals. This Year it amounted to approximately \$4500. Schurhamer/Arnold moved to approve the Early Childhood Grant Application for the 2020-2021 School year. Roll call vote: Oswald - yes, Schurhamer – yes, Johnson – yes, Arnold – yes, Schafer - yes. Motion carried.
 - f) Preschool Fees: Give the potential for Financial Hardships, we would like to discuss Preschool Fees for next year. Current fee is \$375. The board would like Superintendent Jordan to come up with a Hardship Form.
 - g) Open Enrollment: Arnold/Oswald moved to approve open enrollment for the Hilzendeger child who will be a Junior the 2020-2021 school year. Roll call vote: Oswald - yes, Schurhamer – yes, Johnson – yes, Arnold – yes, Schafer - yes. Motion carried.
- 12) Other Items:
- 13) Announcements:
- 14) Next Meeting: Monday June 15th, 2020 at 6:00pm
- 15) Motion to Adjourn: Schurhamer/Johnson moved to adjourn meeting at 7:20pm. All in favor. Motion Carried.

Board President

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

Business Manager

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