

JAMESTOWN PUBLIC SCHOOLS
Regular Meeting
Official Minutes

5:15 pm on Monday, December 15, 2023, in the Thompson Community room in the Middle School, 203 2 AVE SE, Jamestown.

Present: Heidi Larson, President, Dan Tweten, Vice President, Jamie Bear, Gayle Nelson, Aaron Roberts, Jason Rohr, Steve Veldkamp, Robert Lech, Superintendent and Business Manager, Kristi Grounds. Melissa Gleason attended by phone. Diane Hanson was absent.

Guests: Ryan Harty, Cheryl McIntyre, Darien Lund, Daniel Nyland, Aubrey Suhr, Gabby Tweten, Jenny Michalenko, Renea Lunde, Brandi Harty, Brady Harty, Kinley Anderson, Kelly Anderson, Kai Backen, Quincy Backen, Will Nelson, Stephanie Nelson, Bill Nelson, Grant Lunde.

President Larson called the meeting to order and welcomed the audience, Jason Linz, Bluejay Channel and Amy Neustel, Administrative Assistant.

Mrs. Nelson moved, seconded by Mr. Tweten to approve the consent agenda which consisted of November 20, 2023, regular board meeting minutes, payment of bills, pledged securities, December 11, 2023 Strategic Planning Committee meeting minutes, After School Staff and Parent Handbooks, and submissions of High Quality Instructional Materials and ND Department of Human Services Opioid Settlement Fund Grants. Roll call with unanimous "yes" vote. Motion carried.

The board recognized fall athletics. Congratulations to all.

Mrs. Cheryl McIntyre and Darien Lund reported on the Pearl Harbor Performance in Hawaii. Jamestown Public Schools choir and band were the first North Dakota musicians to attend this event. The event was an honor to participate in by 80 students from JPS. Three survivors were the guest speakers for this event, which helped those attending get a better perspective on what happened that day in history. The students had group events and broke out into activities that they could choose to their own preference. Students Gabby Tweten, Aubrey Suhr and Daniel Nyland reported on their own highlights. Ms. Tweten was amazed at how all the different choirs came together and did a great job of performing together as one mass choir. Ms. Suhr enjoyed the actual visit to Pearl Harbor and understood the history of what is taught in school. The people in Hawaii were very welcoming. Mr. Nyland enjoyed the hike to Diamond Head and the beauty of the island.

Superintendent Lech reported on staff updates for this year and 2024-2025 school year.

Superintendent Lech reported that the strategic plan committee helped with feedback on the draft goals and progress monitoring. Dr. Lech and Mr. Gehlhar are working on the workflow plan for each goal.

Superintendent Lech reported Schauer and Associates asked for a delay on the audit report. It will be brought to the January meeting for approval.

Superintendent Lech reported the MOU with James Regional Medical Center for emergency shelter has not changed.

Superintendent Lech reported there are agenda management programs to assist with organization of the meetings. There are charges for these programs. The Superintendent wanted to know if the board members were interested in a change to our present process. The consensus of the board members was to keep the present process of board agendas.

Mrs. Nelson moved, seconded by Mrs. Bear, to approve the memorandum of understanding with Jamestown Regional Medical Center for short-term shelter in the event of emergency. Roll call with unanimous “yes” vote. Motion carried.

Mr. Veldkamp moved, seconded by Mrs. Nelson to approve the revisions to the 2023-2024 budget:

**Jamestown Public Schools
Budget Revisions - December 2023**

| Program | Current Budget | Budget Change | Revised Budget |
|---------------------------|----------------|--------------------|----------------|
| REVENUE | | | |
| Choice Ready - JHS | \$0.00 | \$20,000.00 | \$20,000.00 |
| Amira Grant | \$0.00 | \$11,400.00 | \$11,400.00 |
| Total Revenue | \$0.00 | \$31,400.00 | \$31,400.00 |
| EXPENSE | | | |
| Choice Ready - JHS | \$0.00 | \$20,000.00 | \$20,000.00 |
| Amira Grant | \$0.00 | \$11,400.00 | \$11,400.00 |
| Title II - expense adjust | 165,109.77 | (46,645.03) | \$118,464.74 |
| Title I - line item only | 621,109.74 | 0.00 | \$621,109.74 |
| Total Expenses | 786,219.51 | (15,245.03) | 770,974.48 |

Net Budget Change (dec exp) 46,645.03

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

Mrs. Grounds provided a general fund balance sheet and monthly financials for board members to review.

Mrs. Bear moved, seconded by Mrs. Nelson, to approve the resignation of Scott Botner at the conclusion of the 2023-2024 school year. Roll call with unanimous “yes” vote. Motion carried.

Mr. Roberts moved, seconded by Mr. Veldkamp to approve the resignation of Jeff Meissner as Dean of Students and Elementary Teacher as of December 18, 2023, and approve the hire of Jeff Meissner as Principal of Washington Elementary as of December 19, 2023, prorated salary of \$55,900.44. Roll call with unanimous “yes” vote. Motion carried.

Mr. Tweten moved, seconded by Mrs. Nelson, to approve the release of contract for David Frickel as of December 18, 2023. Roll call with unanimous “yes” vote. Motion carried.

Mrs. Nelson moved, seconded by Mr. Roberts to approve extended contracts for second semester of the 2023-2024 school year for one additional section for Larry Eslick in World History at a salary of \$6,718.67, Bill Nelson in Strength and Conditioning at a salary of \$5,500.00, Andrew Fitzgerald in Individualized and Team Sports at a salary of \$5,951.00, Cody Mickelson in German 1 at a salary of \$5,491.67, Debbie Krebs in Horticulture at a salary of \$6,493.58, Tom Maus in Algebra 1 at a salary of \$5,850.00, Kim Carpenter in Consumer Math at a salary of \$7,070.33, Denise Wood in Geometry at a salary of \$6,033.33, Rachel Rackov in Algebra 1 at a salary of \$3,833.33, Marchel Krieger in Sports Officiating at a salary of \$7,070.33, Shelley Moltzen in English 3 at a salary of \$7,070.33, Ken Gartner in English 2 at a salary of \$6,097.92 and Jerry Waagen 10 additional days at a salary of \$4,611.05. Roll call with unanimous “yes: vote. Motion carried.

Mr. Veldkamp moved, seconded by Mrs. Nelson to approve to hire Hailee Altringer as a 5th Grade Teacher at Louis L’ Amour Elementary at a salary of \$24,750.00, Jessica Ihry as Bluejay Academy and English 1 Teacher at a salary of \$32,343.48, Rene Reed as James Valley Career and Technology

Health Careers Teacher at a salary of \$29,900.00 and Steve Justice as 7th Grade Teacher at the Middle School at a salary of \$22,250.00 upon a successful background check and receipt of appropriate licensure for the 2023-2024 school year. Roll call with unanimous “yes” vote. Motion carried.

Mr. Roberts moved, seconded by Mr. Rohr to approve the hire of Halsey Mahoney as a Counselor at the high school at a salary of \$46,500.00 plus 10 days extended contract at a salary of \$2,527.17 upon completion of graduate degree and Zebedee Willer as a Math Teacher at the high school at a salary of \$46,500.00 upon a successful background check for the 2024-2025 school year. Roll call with unanimous “yes” vote. Motion carried.

Mr. Roberts moved, seconded by Mrs. Bear, to approve of hiring an Assistant Food Service Director Position at a level 7 on the wage scale. Roll call with unanimous “yes” vote. Motion carried.

Mr. Tweten moved, second by Mrs. Nelson approved to rescind the policy FGDD and approve the first reading of FGDD Student Publications and Freedom of Expression Policy. Roll call with unanimous “yes” vote. Motion carried.

President Larson had discussion on board member appointed to the Transportation Consortium. Mr. Rohr will attend the first meeting on Thursday, December 21st.

President Larson had discussion on a school board retreat in January 2024. The consensus of the board is no retreat but keep board members up to date on the items from the November retreat.

Mrs. Nelson moved, seconded by Mr. Veldkamp to approve the updated JPS Strategic Plan. Roll call with unanimous “yes” vote. Motion carried.

No further business, President Larson adjourned the meeting.

| GENERAL FUND | | | |
|----------------------------|-----------|---------------------------|-----------|
| ACCENT WORKPLACE ENVRNMNTS | 21,150.00 | JASPERTRONICS.COM | 310.46 |
| ACHIEVE3000 | 9,296.00 | JAYMAR BUSINESS FORMS | 320.60 |
| AMAZON.COM | 5,498.18 | JOHNSON CONTROLS | 2,166.85 |
| AMIRA LEARNING | 11,400.00 | JONNY B'S BRICKHOUSE | 681.15 |
| ANDERSON, JADA | 30.00 | KRUEGER, LISA | 37.99 |
| ANDERSON, LUKE | 30.00 | LEAF | 2,745.00 |
| ARMITAGE, MICHAEL | 75.98 | LEARNING & THE BRAIN | 838.00 |
| ARMSTRONG MEDICAL INDSTRS | 182.80 | LECH, ROBERT | 30.00 |
| AT & T MOBILITY | 432.30 | LOOKOUT BOOKS | 160.77 |
| BACKGROUND INVSTGTM BUR | 214.00 | LYNN CARD | 93.95 |
| BATA, BRANDON | 205.00 | MAC'S INC | 6.87 |
| BAYMONT INN | 86.40 | MACKIN ED RESOURCES | 150.20 |
| BROAD REACH | 280.06 | MAHONEY, JILL | 131.00 |
| CALM STRIPS | 46.96 | MARCO TECHNOLOGIES | 10,619.70 |
| CAROLINA BIOLOGICAL | 1,791.92 | MAUS, TAMI JO | 647.92 |
| CASHWISE | 124.97 | MEISSNER, JEFF | 30.00 |
| CENTRAL REGIONAL ED ASSOC | 1,765.40 | MENARDS | 497.14 |
| CENTRAL SALES | 183.02 | MN VALLEY TESTING LABS | 84.70 |
| CENTRAL VALLEY HEALTH | 4,350.00 | MONTANA DAKOTA UTLTS | 8,536.51 |
| CERTIFICATION CENTRAL | 2,477.90 | MOORHEAD AREA SCHOOLS | 3,102.00 |
| CHURCHILL HOTEL | 497.42 | MORPHEME MAGIC | 1,563.25 |
| CITY OF JAMESTOWN | 4,885.67 | N2Y LLC | 754.99 |
| COLE PAPERS | 4,998.63 | ND ATTORNEY GENERAL | 230.25 |
| COMFORT SUITES | 264.60 | ND CENTER FOR DISTANCE ED | 35,672.00 |
| CONNECT THERAPY | 56,117.00 | ND COUNCIL EDUC LEADERS | 550.00 |
| CONNELL, JUSTIN | 30.00 | OMNI SHOREHAM HOTEL | 1,742.68 |
| COUNTRY GARDENS | 52.00 | ORIENTAL TRADING | 74.52 |
| CRAMER, LINDSEY | 75.00 | OSLUND, ANDREW | 56.86 |
| DACOTAH PAPER CO | (25.66) | OTTERTAIL POWER | 21,919.40 |
| DAKOTA BOYS&GIRLS RANCH | 15,150.00 | PEARCE DURICK | 1,788.75 |
| DAKOTA CENTRAL | 2,989.41 | PERLEBERG, COURTNEY | 131.00 |
| DAKOTA DUST TEX | 848.50 | PETTYS, QUENTIN | 63.14 |
| DELTA AIRLINES | 1,122.80 | PITNEY BOWES GLOBAL FNNCL | 210.30 |
| DELZER, EDDY | 30.00 | PITNEY BOWES | 1,000.00 |
| | | PLANBOOK INC | 36.00 |

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|---------------------------|------------|----------------------------|-------------------|
| DIAMOND VOGEL | 120.00 | PRASEK, MICHELLE | 162.00 |
| DIETRICH BUS | 101,955.50 | RAINBOW GAS | 5,212.60 |
| DOMINO'S PIZZA | 31.63 | RAMADA HOTEL | 125.00 |
| EAST WEST | 452.49 | RECORD KEEPERS | 52.88 |
| ECKROTH MUSIC | 220.10 | RECYCLING CENTER | 569.00 |
| ENERGY TECH SYSTEMS | 1,753.55 | RINGERUD PIANO SERVICE | 258.00 |
| EQUITABLE FINANCIAL LIFE | 1,320.92 | ROCHELEAU-ECKART, HEIDI | 131.00 |
| FARMERS UNION COOP | 123.58 | SAGE PUBLICATIONS | 1,575.00 |
| FOLLETT CONTENT SLTNS | 510.63 | SAHR, MIAH | 131.00 |
| FRANKLIN COVEY | (6.21) | SAM'S CLUB | 39.38 |
| GAFFANEY, TRICIA | 545.51 | SANFORD HEALTH EMS ED | 130.00 |
| GEHLHAR, ADAM | 161.00 | SCHAFFER, AMANDA | 262.00 |
| GENERATION GENIUS | (125.00) | SCHERBENSKE | 7,240.00 |
| GRATEFUL PLATE | 330.00 | SCHMIDT, SHERRY | 30.00 |
| GRAYBAR ELECTRIC | 4,658.13 | SCHOLASTIC READING CLUB | 354.75 |
| GROUNDS, KRISTI | 170.00 | SKUNBERG, JULIE | 131.00 |
| HAGEN, LAURIE | 75.00 | SLEEP INN | 352.80 |
| HAWKINS INC | 2,363.25 | SOULIS, KERRIE | 154.00 |
| HEINERT, DARBY | 214.00 | SOUTH EAST ED COOP | 3,108.00 |
| HIGH PLAINS WATER TRTMNT | 44.00 | STEINS INC | 345.60 |
| HIRSCHKORN, LEVI | 37.34 | STILWELL, MARK | 30.00 |
| HOFFER, LISA | 294.70 | SUPERPUMPER | 9,486.97 |
| HOLIDAY INN FARGO | 176.40 | SWEETWATER SOUND | 399.96 |
| HORN, ANJANETTE | 131.00 | T-MOBILE USA INC | 82.52 |
| HUGO'S #9 | 208.01 | TEACHERSPAYTEACHERS.COM | 157.00 |
| HW WILSON PRODUCT LINE | 759.70 | TITAN MACHINERY | 371.48 |
| IDK BAR & GRILL | 848.14 | TUFTE, DAWN | 75.00 |
| INFORMATION TECH DEPT | 735.00 | ULINE INC | 458.70 |
| INNOVATIVE OFFICE SLTNS | 174.50 | VILLAGE FAMILY SERVICE | 9,150.00 |
| JAMES RIVER SPECIAL ED | 74,076.25 | VITAL NETWORK | 75,600.00 |
| JMSTN PLUMBING | 1,401.37 | WALMART COMMUNITY | 1,072.60 |
| JMSTN PUBLIC SCHOOL | 641.35 | WARD, KASSANDRA | 31.44 |
| JMSTN PUBLIC SCHOOL | 420.57 | WEGNER, JEROME | 30.00 |
| JMSTN SUN | 1,017.80 | WILLOW LANE | 306.87 |
| JMSTN TRAVEL | 50.00 | Fund Total: | 557,146.97 |
| BUILDING FUND | | | |
| CONSOLIDATED CONSTRUCTION | 37,770.51 | MARCO PRODUCTS | 0.00 |
| JAMES VALLEY MULTI DIST | 782.28 | Fund Total: | 38,552.79 |
| STUDENT ACTIVITY | | | |
| ALLARD TROPHY CO | 15.00 | LEE, TRAY VAUGHN | 35.00 |
| AMAZON.COM | 2,161.46 | LEGACY HIGH SCHOOL | 48.00 |
| APPLEBEE'S | 550.56 | M & H #15 | 11.98 |
| ATHLETIC.NET | 135.00 | MEHRING, ALEX | 671.00 |
| BAYMONT INN | 264.60 | MEHRING, GRANT | 925.10 |
| BECKER, NICHOLAS | 354.50 | MICROTEL INN | 556.00 |
| BEE'S CAFE | 230.00 | MILLER, BRIAN | 763.75 |
| BHS DEMONETTES | 190.00 | MINNEAPOLIS PUBLIC SCHOOLS | 325.00 |
| BISMARCK PUBLIC SCHOOL | 300.00 | MOSER, BRETT | 306.00 |
| BOZE, JOSHUA | 99.00 | ND ASSN OF DANCE&DRILL | 500.00 |
| BYTESPEED LLC | 490.00 | ND COUNCIL EDUC LEADERS | 935.00 |
| CARTER, JARRETT | 1,034.36 | ND HIGH SCHOOL COACH ASSN | 60.00 |
| CASHWISE | 96.43 | NFHS NETWORK | 80.00 |
| CLANCY, CONNOR | 431.05 | NITSCHKE, JARED | 137.90 |
| COCA COLA BOTTLING | 445.00 | O'NEILL, SHAWN | 99.00 |
| COLLEGE BOARD | 388.80 | ORRIGINALS | 156.00 |
| CURRAN, TIMOTHY | 912.00 | PIEHL, DEVIN | 137.90 |
| DAKOTA CENTRAL | 68.73 | POPPLERS MUSICC | 157.85 |
| DAKOTA INFLATABLE GAMES | 350.00 | POST, JAMES | 360.50 |
| DAN POLAND MACHINE | 270.00 | QUALITY INN | 991.35 |
| DEARY'S GYMNASTICS | 1,231.00 | QUICHOCHO II, BOYA | 268.00 |
| DELTA HOTELS | (185.12) | ROALDSON, JAMES | 30.00 |
| DIETRICH BUS SERVICE | 19,670.82 | ROUGH RIDER SIGNS | 560.00 |
| DOMINO'S PIZZA | 166.43 | RSCHOOL TODAY | 10.67 |
| DONS HOUSE OF FLOWERS | 96.00 | SCHIELE, JEREMEY | 270.00 |
| DUNHAMS SPORTS | 50.45 | SCHMITT MUSIC | 30.45 |

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| ECKART, CHRIS | 247.50 | SCHMITZ, CARTER | 671.00 |
| ECKROTH MUSIC | 458.56 | SCOTTS ELECTRIC | 4,946.15 |
| EDWARDSON, REED | 967.50 | SHEARER, JESSE | 310.50 |
| ELITE SPORTSWEAR | 788.93 | SKUNBERG, ERIC | 247.50 |
| EVERSPRING INN | 1,359.15 | SMITH, RICHARD | 70.00 |
| EXPRESSWAY SUITES | 2,519.10 | SORLIE, MICHAEL | 216.50 |
| FASTNACHT, JOSHUA | 148.50 | STENEHJEM, MAXWELL | 35.00 |
| FORMAL FASHIONS | 237.63 | STRAY DOG STRENGTH | 4,545.00 |
| FREEMAN, TARIK | 140.00 | STROKLUND, BRENNNA | 41.00 |
| GAME ONE | 9,279.80 | SUTTLE, LINN | 15.72 |
| GEE, CYNTHIA | 82.50 | SYVERSON, ASHLEY | 500.00 |
| GERRELLS SPORTS | 179.00 | THIELGES, BRETT | 184.50 |
| HANSON, JAEROD | 278.15 | THOMPSON, GAGE | 632.40 |
| HASTY AWARDS | 455.89 | TRACKWRESTLING | 302.00 |
| HATTIE MAE DESIGNS | 40.00 | TRAINING ROOM | 514.28 |
| HEMMER, KATHERINE | 82.50 | TRIANGLE COACH SERVICE | 25,350.00 |
| HENDERSON, CASEY | 103.50 | TWO RIVERS PRINTING | 981.00 |
| HOFMANN, TARA | 141.80 | UKESTAD, MARK | 256.50 |
| HUGO'S #9 | 116.52 | UNISON BANK | 6,200.00 |
| ICEHAWK SPORTS | 165.00 | UNIVERSITY OF MARY | 250.00 |
| JMSTN GYMNASTICS CLUB | 10,000.00 | VALLEY CITY PUBLIC SCHOOL | 200.00 |
| JAYMAR BUSINESS FORMS | 91.60 | WALMART COMMUNITY | 2,643.67 |
| JOSEPH, SAMUEL | 70.00 | WILDSIDE CREATIONS | 6,149.00 |
| JULIAN, LAURIE | 82.50 | WOODLEY, RACHEL | 82.50 |
| JUSTICE, STEVE | 119.50 | ZABINSKI, BLAKE | 398.00 |
| KLEVER, ALEX | 131.35 | ZERR, TREV | 220.50 |
| LEBAHN, CAMDEN | 741.50 | Fund Total: | 123,233.22 |
| HEALTH INSURANCE | | MEDALLUS | 23,719.61 |
| HAYS COMPANIES | 2,868.00 | Fund Total: | 26,587.61 |
| JAMESTOWN DOLLARS FOR SCHOLARS | | SECRETARY OF STATE | 10.00 |
| DOLLYWOOD FOUNDATION | 686.04 | Fund Total: | 696.04 |
| SCHOOL LUNCH | | | |
| AMAZON.COM | 144.48 | FRESHPOINT BIX PRODUCE | 6,540.90 |
| ANDERSON, LINDA | 50.80 | JMSTN PLUMBING | 464.90 |
| ARAMARK | 3,270.68 | JMSTN PUBLIC SCHOOL | 237.50 |
| BACKGROUND INVSTGTN BUR | 20.00 | JAYMAR BUSINESS FORMS | 195.56 |
| BAYMONT INN | 88.20 | KOBLE, DENISE | 53.99 |
| CITY OF JAMESTOWN | 2,152.92 | ND DEPT OF PUBLIC INSTRUC | 2,692.31 |
| COCA COLA BOTTLING | 567.00 | PAPA MURPHYS | 2,425.40 |
| DACOTAH PAPER CO | 5,224.02 | STEINS | 80.10 |
| DAKOTA CENTRAL | 283.08 | SYSCO | 58,237.10 |
| EARTHGRAINS BAKING | 315.48 | WALL, CINDY | 103.03 |
| EMS LINQ INC | 541.83 | Fund Total: | 83,689.28 |
| JAMES VALLEY CAREER AND TECHNICAL CENTER | | MARCO TECHNOLOGIES | 694.12 |
| ADVANCED BUSINESS METHODS | 410.25 | MENARDS | 244.87 |
| AMAZON.COM | 152.91 | MONTANA DAKOTA UTLTS | 1,479.20 |
| CABLE SERVICES | 217.48 | NAPA AUTO PARTS | 274.74 |
| CITY OF JAMESTOWN | 611.24 | OREILLY AUTO PARTS | 641.56 |
| CITY OF JAMESTOWN | 104.50 | OTTERTAIL POWER CO | 2,250.10 |
| COLE PAPERS | 183.38 | POWERS, MELISSA | 1,700.00 |
| DAKOTA CENTRAL | 230.32 | RECYCLING CENTER | 37.00 |
| DAKOTA DUST TEX | 54.00 | ROCHELEAU-ECKART, HEIDI | 282.85 |
| EDE, SHANE | 22.00 | SAM'S CLUB | 209.76 |
| GEHLHAR, ADAM | 262.00 | SAVVAS LEARNING | 1,104.99 |
| GOODHEART WILLCOX PBLSHR | 4,018.10 | SLEEP INN & SUITES | 96.30 |
| HOLIDAY INN | 405.60 | STAMPS.COM | 19.99 |
| JAMESTOWN PLUMBING | 1,360.30 | WAAGEN, JERRY | 45.72 |
| JAMESTOWN PUBLIC SCHOOL | 66,624.42 | WALMART COMMUNITY | 1,556.07 |
| JETSTREAM | 140.40 | WEST END HIDE FUR | 264.96 |
| LINDE GAS | 1,762.47 | Fund Total: | 87,461.60 |