

JAMESTOWN PUBLIC SCHOOL DISTRICT
Regular Meeting
Official Minutes

School board meeting on Monday, July 15, 2024 at 5:15pm in the Thompson Community room at the Middle School, 203 2nd Ave SE, Jamestown.

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

Guests: Owen McKenna and Jacob Meier.

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

Mr. Roberts moved, seconded by Mr. Veldkamp to approve the old business consent agenda which consisted of July 17,2024 regular board meeting minutes, June 24, 2024 school board retreat meeting minutes, June 27, 2024 new board orientation meeting minutes, July 8, 2024 strategic plan committee meeting minutes, July 9, 2024 finance committee meeting minutes, paid bills, review of monthly financial report for June 2024, approval of 2023-2024 budget revisions. Roll call with unanimous “yes” vote. Motion carried.

President Larson presented service awards to board members, Diane Hanson and Gayle Nelson and thanked them for their service to Jamestown Public Schools.

New board members Owen McKenna and Jacob Meier were seated on the board.

Melissa Gleason arrived at 5:18 pm.

Mrs. Larson asked for nominations for President for the 2024-2025 year. Mr. Tweten nominated Mrs. Larson for President. Mr. Tweten moved, seconded by Mrs. Bear to elect Mrs. Larson as President. Roll call with unanimous “yes” vote. Motion carried.

President Larson asked for nominations for Vice President for the 2024-2025 year. Mrs. Gleason nominated Mr. Tweten as Vice President. Mrs. Bear moved, seconded by Mr. Roberts to elect Mr. Tweten as Vice President. Roll call with unanimous “yes” vote. Motion carried.

Mr. Roberts moved, seconded by Mr. Tweten to approve the schedule of date, time and place of regular board meetings. Mrs. Gleason asked for a change in time for the meetings to 5:30 pm. Mr. Rohr moved, seconded by Mr. Veldkamp to amend the motion with a start time of 5:30 pm. Roll call with unanimous “yes” vote for the amendment. Motion carried. Roll call with unanimous “yes” vote for the schedule of date, adjusted time, and place for regular board meetings. Motion carried.

Mr. Roberts moved, seconded by Mr. Tweten to approve a school board compensation change to \$5000 per year for members and \$6000 per year for President. Roll call vote: Rohr, no; Meier, no; Tweten, yes; Roberts, yes; Veldkamp, yes; Gleason, no; McKenna, yes; Bear, no; Larson, yes. Passed 5-4. Motion carried. Mr. Veldkamp suggested to put an annual increase to board compensation in the future.

Mr. Roberts moved, seconded by Mrs. Bear to approve the board member committee assignments. Roll call with unanimous “yes” vote. Motion carried.

Mr. Roberts moved, seconded by Mr. Veldkamp to approve the new business consent agenda which consisted of payment of bills, subscribe to NDSBA policy services, pledged securities, review of FGA-E8 Parties approve to received student data, Policy FFK Suspension & Expulsion, Policy ABBA – ND Tobacco Use,and other items including: approval of signature cards for bank deposits/withdrawals to be the following individuals: School Board President,

Superintendent, Business Manager, Food Service Director and Transition House Instructor at Wells Fargo Bank and Unison Bank; checking and savings accounts, 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 and James River Special Education Cooperative Board, 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, Preschool Grant to the Department of Public Instruction for 2024-2025 school year, 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 Kristi Grounds, Business Manager, to sign as authorized representative on his behalf, approval to designate Jeff Messiner as EL Coordinator and Jada Anderson as Title I Coordinator and Homeless Coordinator and Foster Care Liaison, , approval to designate Kristi Grounds, 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 foreign exchange student for 2024-2025 school year, 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, review of school resource office agreement, approval of required 6-month review of return to Learning and Continuity of Services Plan, have budget hearing on Monday, September 16, 2024 and approve of 24-25 handbooks: Activities, After School Program Staff Handbook, Elementary, Support Staff, Teacher, Transportation and revised High School. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Kaseman sent a thank note to the board for the years of service clock for her retirement.

Dr. Lech review the updates the goals for the Strategic Plan and a dashboard to focus on specific areas to reach the goal.

Dr. Lech reported on the change coming to PERS effective January 1, 2025. The new plan will be a big change for payroll staff as it moves forward. New employees only have one opportunity to select their contribution rate. District office will be encouraging new employees to maximize their contribution rate during on-boarding. Dr. Lech is engaging with other public employers in our community to discuss the changes and how it will affect hiring.

Dr. Lech reported on the school board onboarding and some changes that will assist the new members.

Dr. Lech reported food service has served over 10,000 free summer meals so far in the

program. We are number 1 for meals served in North Dakota. The USDA came to visit our free summer meal program to see what is working so well for our program here. Thank you to the food service staff for your dedication and making this program such a success.

Dr. Lech reported on the Payment in Lieu of Taxes (PILOT) application. The city council will approve the PILOT.

Dr. Lech reported he attended the annexation hearing regarding land from Jamestown Public School District to Barnes County North School District. The application will be reviewed by the State Board, if the annexation is enacted it will take effect on July 1, 2025.

Dr. Lech reported the annual review of AAC – Nondiscrimination and Anti harassment Policy will be coming to board once the legal injunction of the new adopted update to Title IX regulations has been resolved.

Dr. Lech reported an architect has been chosen for James Valley Career and Technology Center which is on the agenda for approval later.

Dr. Lech reported that Jamestown Public Schools has been asked to present at the National School Board Association Conference with our work with Vital Network on addressing teacher burnout.

Dr. Lech reported on the a request and approval to reallocate funds of \$20,600 for Title II A to use to support ELA curriculum at the elementary level.

Dr. Lech spotlighted current and former student of Jamestown High School competed at the Skills USA competition. Participants were Eric Levin, McKenna Miller with advisor, Teresa Olson. Jacob Roberts, JHS graduate and current student at North Dakota College of Science placed 2nd in CNC Programing. Congratulations to each one of them.

Mr. Tweten moved, seconded by Mr. Roberts to approve the hire of RHET Architecture for the James Valley Career and Technology Center projects. Roll call with unanimous “yes” vote. Motion carried.

Mrs. Bear moved, seconded by Mr. Veldkamp to approve the updated 2024-2025 courses. Roll call with unanimous “yes” vote. Motion carried.

Mrs. Grounds provided the 2023-2024 general fund balance sheet and summary of debt information to board members.

Mr. Roberts moved, seconded by Mr. Rohr to approve the 2024-2025 Preliminary budget and executive summary. Roll call with unanimous “yes” vote. Motion carried.

Mr. Tweten moved, seconded by Mr. Roberts to approve the revised Strategic Plan and the annual plan for progress monitoring. Roll call with unanimous “yes” vote. Motion carried.

Mrs. Gleason moved, seconded by Mr. Tweten to approve the hire of Brandy Birch for the 2024-2025 school year upon a successful background check and appropriate licensure. Roll call with unanimous “yes” vote. Motion carried.

Mrs. Gleason moved, seconded by Mr. Tweten to approve tuition agreements for a 5th grade student to attend Pingree Buchanan Public School and a Pre-K student to attend Medina Public School for the 2024-2025 school year. Motion carried.

No further business, President Larson adjourned the meeting.

GENERAL FUND		JAMESTOWN POST OFFICE	
7 MINDSETS ACADEMY LLC	7,875.00	JONNY B'S BRICKHOUSE	180.00
AMAZON.COM	1,917.58	JOURNEYED.COM INC	2,500.00
ANDERSON, JADA	30.00	LEAF	2,745.00
ANDERSON, LUKE	30.00	LECH, ROBERT	30.00
ARMITAGE, MICHAEL	52.98	MAC'S INC	13.52
BACKGROUND INVESTIGATION BUREAU	134.00	MARCIA BRENNER ASSOCIATE LLC	9,502.75
BATA, BRANDON	30.00	MARCO TECHNOLOGIES LLC	3,019.63
BAYMONT BY WYNDHAM JAMESTOWN	(1,303.17)	MASTER TEACHER INC	170.90

BG INNOVATIONS	15,600.00	MEISSNER, JEFF	30.00
BISMARCK PUBLIC SCHOOL DIST 1	17,787.96	MENARDS OF JAMESTOWN	867.03
CASHWISE	22.99	MONTANA DAKOTA UTILITIES	2,793.22
CDW GOVERNMENT	18,600.00	MOORHEAD AREA PUBLIC SCHOOLS	2,115.00
CENTRAL AUTO REPAIR & SERVICES	296.30	NAPA AUTO PARTS OF JAMESTOWN INC	399.46
CHARACTERSTRONG LLC	11,996.00	ND ATTORNEY GENERAL	105.00
CHAT GPT	40.00	ND SCHOOL BOARDS ASSOCIATION	9,784.00
CITY OF JAMESTOWN	5,097.39	NDASBM	50.00
CITY OF JAMESTOWN	18,007.15	NELSON, TAMMY	2.95
CLEARGOV INC	22,000.00	OFFICE DEPOT INC	107.96
COLE PAPERS INC	8,436.02	ONE4ALL LEARNING CO INC	6,250.00
COLUMN SOFTWARE PBC	304.00	OSLUND, ANDREW	55.60
CONNELL, JUSTIN	30.00	OTTERTAIL POWER CO	24,182.82
DACOTAH PAPER CO	532.86	PALMIQ	2,976.00
DAKOTA CENTRAL	2,937.33	PEARCE DURICK PLLC	198.75
DAKOTA RAIN LAWN IRRIGATION	2,511.94	PETTYS, QUENTIN	50.30
DAKOTA RENTAL CENTER	13.99	PLANBOOK INC	283.50
DAKOTA ROSE FLORAL	47.84	POWERSCHOOL GROUP LLC	34,954.08
DELTA MATH SOLUTIONS LLC	1,500.00	QUAVERED, INC	2,400.00
DELZER, EDDY	30.00	RADISSON HOTEL BISMARCK	199.60
DIETRICH BUS SERVICE	7,569.92	RECORD KEEPERS LLC	52.88
EMPOWER LEARNING LLC	12,340.00	RECYCLING CENTER OF ND LLC	624.00
ESGI LLC	2,097.00	RESTORATION MATTERS	850.00
FARMERS UNION COOP OIL CO	1,194.38	SALISBURY, KAIDEN	30.00
FASTENAL COMPANY	28.51	SCHMIDT, SHERRY	30.00
FINALSITE	13,547.00	SECURLY INC	27,881.00
FOLLETT CONTENT SOLUTIONS LLC	4,294.17	SOFTCHOICE CORPORATION	18,628.78
FRONTLINE TECHNOLOGIES GROUP LLC	28,877.25	SPIRITS BAR & GRILL	345.54
GEHLHAR, ADAM	30.00	SPITZER CONSTRUCTION	196.57
GOOGLE	12.00	SQUARESPACE	12.00
GROUNDS, KRISTI	30.00	STEINS INC	467.72
HARTY INSURANCE INC	29,242.00	STILWELL, MARK	30.00
HAWKINS INC	2,388.99	STRYKE SECURITY INC	17,029.87
HEINERT, DARBY	30.00	STUTSMAN COUNTY GLASS LLC	24.00
HIGH PLAINS WATER TREATMENT	49.00	SUPERPUMPER	737.76
HIGH POINT NETWORKS LLC	233,359.31	T-MOBILE USA INC	136.52
HOLIDAY INN FARGO	855.00	TEACHERSPAYTEACHERS.COM	35.00
HOME OF ECONOMY INC	199.98	TRACTOR SUPPLY COMPANY	(15.00)
HOUGHTON MIFFLIN HARCOURT	43,788.25	VALLEY PLAINS EQUIPMENT	273.34
HUGO'S #9	53.31	VECTOR SOLUTIONS	2,851.20
ILLUMINATE EDUCATION INC	11,850.00	VILLAGE FAMILY SERVICE CENTER	5,417.00
IMAGINE LEARNING LLC	16,200.00	VOYAGER SOPRIS LEARNING INC	9,438.00
INFORMATION TECHNOLOGY DEPT	735.00	WALMART COMMUNITY	398.08
INNOVATIVE OFFICE SOLUTIONS LLC	1,822.32	WEGNER, JEROME	30.00
INTERSTATE ALL BATTERY CENTER	293.90	WEX HEALTH INC	166.95
JAMESTOWN PLUMBING HEATING AC	4.90	Fund Total:	737,098.31
BUILDING FUND			
GOLDADE FLOORING	12,845.65	OTIS ELEVATOR COMPANY	4,114.32
HARTY INSURANCE INC	90,187.00	Fund Total:	107,146.97
STUDENT ACTIVITY			
BISMARCK PUBLIC SCHOOL DIST 1	250.00	MARCIA BRENNER ASSOCIATE LLC	1,037.50
BSN SPORTS LLC	2,246.40	ND HIGH SCHOOL COACH ASSN	375.00
COBRA GOLF INC	340.79	PAYPAL.COM	90.00
DAKOTA CENTRAL	68.63	RIDDELL ALL AMERICAN SPORTS	5,021.04
DIETRICH BUS SERVICE	2,892.91	ROALDSON, JAMES	30.00
DRAGON BASKETBALL CAMP	550.00	SLEEP INN & SUITES MINOT	192.52
DUNHAMS SPORTS 9248	79.99	TK HOCKEY LLC	1,200.00
GERRELLS SPORTS CENTER INC	7,542.00	TRACTOR SUPPLY COMPANY	439.92
IVERSON, BRIETTA	20.00	WESTERN DAKOTA ASSOCIATION	500.00
JAMESTOWN PARKS & RECREATION	917.77	WILDSIDE CREATIONS	9,604.00
KINGS WALK GOLF COURSE	240.00	Fund Total:	33,638.47
HEALTH INSURANCE			
MEDALLUS JAMESTOWN URGENT CARE	9,313.60	UNITED STATES TREASURY	1,265.10
JAMESTOWN DOLLARS FOR SCHOLARS		Fund Total:	10,578.70
DOLLYWOOD FOUNDATION, THE	635.41	IMPACT FOUNDATION	825.00
		JAMESTOWN PUBLIC SCHOOL	68.98

IGL, AMY	6,120.00	Fund Total:	7,649.39
SCHOOL LUNCH			
CITY OF JAMESTOWN	2,252.60	MENARDS OF JAMESTOWN	191.70
COLE PAPERS INC	213.32	PLUNKETT'S PEST CONTROL INC	229.00
CULINEX	9,437.67	SODEXO INC & AFFILIATES	81.38
DACOTAH PAPER CO	2,414.08	SYSCO NORTH DAKOTA INC	22,814.05
DAKOTA CENTRAL	276.22	VESTIS SERVICES LLC	1,194.82
HUGO'S #9	22.73	WALMART COMMUNITY	574.35
MARCIA BRENNER ASSOCIATE LLC	1,380.00	Fund Total:	41,081.92
JAMES VALLEY CAREER AND TECHNICAL CENTER			
CAREER & TECHNICAL EDUCATION	675.00	OLSON, TERESA	1,058.08
CITY OF JAMESTOWN	715.98	OTTERTAIL POWER CO	2,315.41
EVERSPRING SUITES-BISMARCK	96.30	RECYCLING CENTER OF ND LLC	40.00
IRON MOUNTAIN	206.58	RHET ARCHITECTURE	1,800.00
JAMESTOWN PLUMBING HEATING AC	8,533.19	ROCHELEAU-ECKART, HEIDI	30.00
MONTANA DAKOTA UTILITIES	626.48	Fund Total:	16,097.02

Board President

Date

Business Manager

Date