

JAMESTOWN PUBLIC SCHOOL  
Regular Meeting  
Official Minutes

School board meeting on Monday, July 21, 2025 at 5:30 pm in the Thompson Community room at the Middle School, 203 2 Ave SE, Jamestown, ND.

Present: Heidi Larson, President, Dan Tweten, Vice President, Melissa Gleason, Owen McKenna, Jacob Meier, Aaron Roberts, Steve Veldkamp, Superintendent, Robert Lech, and Kristi Grounds, Business Manager. Jamie Bear and Jason Rohr were absent.

No guests.

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

Mr. Roberts moved, seconded by Mr. Tweten to approve old business consent agenda which consisted of June 16, 2025 regular board meeting minutes, June 30, 2025 special board meeting minutes, July 8, 2025 special board meeting minutes, July 15, 2025 special board meeting minutes, teacher negotiations minutes from June 11, 2025, June 18, 2025, June 25, 2025 and July 2, 2025; administrators negotiations minutes from June 12, 2025, June 19, 2025, June 26, 2025, and July 1, 2025; June 30, 2025 facilities committee meeting minutes, July 15, 2025 finance committee meeting, revised support staff wage schedule for 2025-2026 school year, revised Food Service Director Agreement to include up to 10 additional days, close checking account at Unison, Close FSA account at Wells Fargo and Open FSA account at Unison Bank, July 16, 2025 strategic plan committee meeting minutes, payment of bills, review of the comparative expenditure report. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Gleason arrived at 5:36 pm.

Mr. Veldkamp arrived at 5:37 pm.

President Larson asked for nominations for officers for the 2025-2026 school year. Mr. Tweten nominated Heidi Larson for President. Mr. Tweten moved, seconded by Mr. Roberts to cease nomination and vote for Mrs. Larson for President. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Gleason nominated Mr. Tweten for Vice President. Mrs. Gleason moved, seconded by Mr. Veldkamp to cease nominations and vote for Mr. Tweten for Vice President. Roll call with unanimous "yes" vote. Motion carried.

Mr. Roberts moved, seconded by Mr. McKenna to approve the schedule of school board meetings, meetings start at 5:30 pm and are held in the Thompson Community room. Roll call with unanimous "yes" vote. Motion carried.

Mr. Roberts moved, seconded by Mr. Tweten to approve the board compensation for 2025-2026 school year of school board members \$5,000 per year and board president \$6,000. Discussion to compensate all committees, this will be brought to finance committee to review. Roll call with unanimous "yes" vote. Motion carried.

Mr. Roberts moved, seconded by Mr. McKenna to approve the board member committee assignments. Roll call with unanimous "yes" vote. Motion carried.

Mr. Veldkamp moved, seconded by Mr. Roberts to approve the new business consent agenda which consisted of payment of bills, pledged securities, review of FGA-

E8 Parties approve to received student data, review of policy AAC Nondiscrimination & Anti-harassment, Policy FFK Suspension & Expulsion, Policy ABBA – ND Tobacco Use, Policy FFD Possessing Weapons, Policy ACDA Technology Acceptable Use for staff and students, Policy FFA Student Alcohol & Other Drug Use/Abuse 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, Dacotah Bank, Gate City 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, 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 Meissner as EL Coordinator and Jada Anderson as Title I Coordinator and Homeless Coordinator and Foster Care Liaison, , approval to designate Stacy Jamtgaard, Human Resource Specialist, 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 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, set budget hearing on Monday, September 22, 2025 and approval of 2025-2026 Blue Jay Academy, High School, Support Staff, Teacher, Transportation and English Learner Handbooks. Roll call with unanimous "yes" vote. Motion carried.

President Larson reported the school board received thank you from the Hillstrom and the Kapp families.

Mr. Roberts reported on the strategic plan. The committee worked on a draft plan to update with establishing metrics to help with clarity of reporting. The committee reviewed the survey results and will include communication in the plan. They will

consolidate goals and provide more context to simplify. The committee will meet again to have the plan ready for the August meeting.

Dr. Lech reported the school was informed of two payments in Lieu of Taxes. These two requests will impact our community and will benefit the school. Dr. Lech can write letters to agree to participate.

Dr. Lech reminded the board they need to move forward with an ad hoc committee for revision of the superintendent evaluation.

Dr. Lech reported the finance committee worked on funding priorities of core expenses to address money the district receives. The committee is also looking at other options for a referendum.

Dr. Lech reported on the staff changes with late resignations.

Dr. Lech reported on the summer projects and storm update: High School roof received damage and has been temporarily fixed, Transition House and Career and Technology Center received minor roof damage, chimney damage and roof ventilation damage. A trailer at Career and Technology Center was totaled and will need replacement. Other campuses had minor flashing damage, fallen trees, and fence damage. Lincoln Elementary had some water damage relating to an open window and aged sealing around the windows. Unrelated replacement of the false walls

covering glass walls is being done by a contractor at Lincoln.

Dr. Lech provided a levy worksheet and property tax generator for board members to understand the recent legislation that caps property tax revenue.

Dr. Lech spotlighted Mrs. Hertz and Mrs. Carmack on their hard work on organizing the inventory at Washington Elementary. Coach Nelson and the football team helped move items from Washington to other designated buildings which we appreciate and recognize their hard work also.

Mrs. Grounds provided the 2024-2025 general fund balance sheet and 2025-2026 summary of debt for the board members to review.

Mr. Roberts moved, seconded by Mr. Meier, to approve the 2025-2026 certificate of levy. Roll call with unanimous "yes" vote. Motion carried.

Mr. Tweten moved, seconded by Mr. Veldkamp to approve the preliminary 2025-2026 budgets with executive summary and levy worksheet provided for review. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Gleason moved, seconded by Mr. Tweten to approve the review of the City of Jamestown requests of in Lieu of Taxes. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Gleason moved, seconded by Mr. Veldkamp to hire Chloe Carlson and Sherry Schmidt for the 2025-2026 school year upon a successful background check and appropriate licensure. Mrs. Schmidt's contract is a half-time FTE. Roll call with unanimous "yes" vote. Motion carried.

Mr. Roberts moved, seconded by Mr. Tweten to approve the first reading of policy BBA School Board Elections and Terms, second reading of policy FFI Personal Electronic Communication Devices Prohibition During Instructional Time, amended BCBA Public Participation policy, amended FF Student Conduct and Discipline policy, Amended FGA Student Education Records and Privacy policy, amended FCAA Accommodating Students with Allergies and Special Dietary Needs Policy, and

Amended FCAA-AR General Guidelines for Reducing Risk of Exposure to Allergens regulation. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Gleason moved, seconded by Mr. McKenna to approve a tuition agreement for Kindergartner from Edgeley to attend Jamestown Public Schools for the 2025-2026 school year. Roll call with unanimous "yes" vote. Motion carried.

No further business, President Larson adjourned the meeting.

AMAZON.COM,785.51;ANDERSON, JADA ,282;ANNE CARLSEN CENTER,43668.89; ARMITAGE, MICHAEL ,57.3;BACKGROUND INVESTIGATION BUR,168;BANK OF NEW YORK MELLON,750;BATA, BRANDON ,30;CHAT GPT,60;CITY OF JAMESTOWN,6040.46;CITY OF JAMESTOWN,30.5;COLE PAPERS INC,6051.77; COLUMN SOFTWARE PBC,1110.36;CONNELL, JUSTIN ,30;COUNTRY GARDENS,59.28;DACOTAH PAPER CO,294.82;DAKOTA BOYS&GIRLS RANCH,2814;DAKOTA CENTRAL,2929.41;DELTA MATH SOLUTIONS ,2800;DELZER, EDDY ,30;DIFFIT NC,14.99;DISCOVERY EDUCATION,14652;DOCKTER, HANNAH ,600;ECKROTH MUSIC ,172;EDPUZZLE INC,5658.68;ESGI LLC,1722;ET SYSTEMS,148;FINALSITE,14167;FORUM,359.29;FRONTLINE EDUCATION,30465.5; GEHLHAR, ADAM ,30;GOOGLE,24;GRANNY'S CLOSET,32.7;GROUNDS, KRISTI ,30; HARLOW'S SCHOOL BUS SERVICE,8818.56;HAWKINS INC,2570.72;HEINERT, DARBY ,217;HEMMER, TANYA ,168.84;HIGH PLAINS WATER TREATMENT ,27.5; HIGH POINT NETWORKS,28890.6;HOLIDAY INN FARGO,297;HUGO'S,61.94; INFORMATION TECH DEPT,735;INNOVATIVE OFFICE SOLUTIONS,312.34; INSIGHT INVESTMENTS,73733.45;INSTRUCTIONAL EMPOWERMENT,5000;JAMES VALLEY MULTI DIST,490572.1;JAMESTOWN FINE ARTS ASSOC,32000; JAMESTOWN POST OFFICE,23.3;JAMESTOWN PUBLIC SCHOOL,143.57; JAMESTOWN SUN,323.89;JAYMAR BUSINESS FORMS,754.84;JONNY B'S BRICKHOUSE,161.4;JUNIOR LIBRARY GUILD,4810.37;KNOX, ROBERT ,30; LARSON, SYDNI ,445.04;LEAF,2745;LECH, ROBERT ,30;LORIG, JANE ,6.02;LYNN CARD COMPANY,530;MARCO TECHNOLOGIES,3877.47;MCGRAW HILL,6380.2; MCINTYRE, ANTHONY ,422;MEISSNER, JEFF ,30;MENARDS OF JAMESTOWN,2101.1;MINNESOTA VALLEY TESTING LABS,85;MONTANA DAKOTA UTILITIES2999.88;MOORHEAD AREA PUBLIC SCHOOLS,1551;NAPA AUTO ARTS,199.99;ND ATTORNEY GENERAL,75;ND COUNCIL EDUC LEADERS,5323;ND SCHOOL BOARDS ASSOC,10209;NDASBM,50;NDSU EXTENSION SERVICE,344; NELSON, TAMMY ,4.9;NEWMAN SIGNS INC,90;NEWMAN, JENNA ,560; NORTHERN CASS PUBLIC SCHOOL,147;NORTHWEST TIRE,274.02;OFFICE DEPOT INC,22.99;OSLUND, ANDREW ,30;OTTERTAIL POWER CO,21482.75; PALMIQ,3062.4;PEARCE DURICK,1140;PETTYS, QUENTIN ,49.18; PITNEY BOWES,1000;POWERSCHOOL GROUP,0;PREMIERE HOSPITALITY,448; QUIZNOS SUB,81.75;RADISSON HOTEL BISMARCK,205;RAS TECHNOLOGY CONSULTANTS,385;RECORD KEEPERS LLC,52.88;RECYCLING CENTER OF ND,700;RENAISSANCE LEARNING,12558.8;SAGENET,367.5;SALISBURY, KAIDEN ,54.32;SCHMIDT, SHERRY ,30;SCHOOL DATEBOOKS,921.84;SCHOOL PERCEPTIONS,3673.46;SCHOOL SPECIALTY94.5;SCOTTS ELECTRIC,7733.63; SOFTWARE UNLIMITED,12150;SOLUTION TREE INC,9624;SPIRITS BAR & GRILL,269.93;SWEET LILY'S,51.5;SWEETWATER SOUND,978.11;T-MOBILE

USA,169.32;TEAM LABORATORY CHEMICAL,127.5;VALLEY PLAINS EQUIPMENT,17739.93;VECTOR SOLUTIONS,2933.28;VILLAGE FAMILY SERVICE,5417;WALMART COMMUNITY,1282.08;WEGNER, JEROME ,30;WELLS FARGO,31.51;WEX HEALTH INC,166.95;WORKFORCE SAFETY & INS,350;Fund Total:,929615.61;BUILDING FUND,BENJAMIN WENNER FLOORING,2300;ELITE HEATING AND AIR ,5604.37;GOLDADE FLOORING,53889.99;HOUSE OF GLASS INC,6904.21;OTIS ELEVATOR COMPANY,4256.28;SCHERBENSKE INC,6275.45; TECTA AMERICA DAKOTAS,6324;Fund Total:85554.3;DEBT SERVICE FUND;BANK OF NEW YORK MELLON,265417.5;Fund Total:,265417.5;STUDENT ACTIVITY; ADOBE,32.24;AMERICINN BY WYNDHAM,1540;ARBITER SPORTS LLC,2020; BAUER HOCKEY,606.27;BISMARCK PUBLIC SCHOOL,250;BSN SPORTS LLC,3130.2;CANAD INNS DESTINATION,810.8;COBRA GOLF INC,616.78;COCA COLA BOTTLING,442.5;DAKOTA CENTRAL,104.95;DJO LLC,242.48;ECKROTH MUSIC,-139.29;GARDNER III, KENNETH ,325;GERRELLS SPORTS CENTER,2100.4; HARLOW'S SCHOOL BUS SERVICE,1138.05;JAMESTOWN PARKS & REC,130; JAMESTOWN PUBLIC SCHOOL,7084.5;JAYMAR BUSINESS FORMS,115.91; MINNESOTA STATE COMMUNITY,200;ND COUNCIL EDUC LEADERS,250;ND HIGH SCHOOL COACH ASSN,625;OFFICE DEPOT,47.18;REVELYST SALES,462.16; RIDDELL ALL AMERICAN SPORTS,1773;ROALDSON, JAMES ,30;ROGUE FITNESS,1745;SCHEELS - FARGO,299.98;SCRATCH OFF WORKS,82.95; SWAY MEDICAL, INC,1695;UNIVERSITY OF JAMESTOWN,620.29;UNIVERSITY OF MARY,154.35;VARDON GOLF CLUB,456;WESTERN DAKOTA ASSOC,750;Fund Total:,29741.7;HEALTH INSURANCE;MEDALLUS,18738.12;UNITED STATES TREASURY,1290.5;Fund Total:,20028.62;JAMESTOWN DOLLARS FOR SCHOLARS ;DOLLYWOOD FOUNDATION ,653.11;JAMES RIVER SENIOR CITIZENS,141.6;TWO RIVERS PRINTING,193.5;Fund Total:,988.21;SCHOOL LUNCH;BACKGROUND INVESTIGATION BUR,40;CULINEX,189.56;CUSTOM INK,1128.5;DACOTAH PAPER CO,2951.44;DAKOTA CENTRAL,274.1;FARMERS UNION COOP,46.1;JAMESTOWN PLUMBING,1340.1;ND ATTORNEY GENERAL,25;NORTH DAKOTA EDUCATORS SERVICE,400;PLUNKETT'S PEST CONTROL,701.44;RUSSELL, JACKIE ,30;SCOTTS ELECTRIC ,1206.7;SNA EMPORIUM LLC,502;SYSCO NORTH DAKOTA ,39524.44; UNITEDAIRLINES,1519.2;VESTIS SERVICES,685.44;WALL, CINDY ,30;Fund Total:,50594.02;JAMES VALLEY CAREER AND TECHNICAL CENTER,;ADVANCED BUSINESS METHODS,219.55;ALLMARAS, MACK ,174.87; AMAZON.COM,69.51;BAYMONT INN & SUITES,0;CAREER & TECHNICAL ED,825;CITY OF JAMESTOWN,188.8;CITY OF JAMESTOWN,24.5;COLE PAPERS INC,808.06;DAKOTA CENTRAL217.26;KRUEGER, KENDRA ,163.27; LINDE GAS & EQUIPMENT,49.62;MONTANA DAKOTA UTILITIES,528.87;NEWMAN SIGNS INC,1217.72;OTTERTAIL POWER CO,2516.17;RECYCLING CENTER,43; REED, RENE ,1320.64;RHET ARCHITECTURE,890;SAFTEY KLEEN SYSTEMS, 282.75;SCOTTS ELECTRIC LLC,429.24;SKILLS USA ND,477.93;STAMPS.COM,20.99;Fund Total:,10467.75;