

JAMESTOWN PUBLIC SCHOOL BOARD  
Regular Meeting  
Official Minutes

School board meeting on Monday, November 17, 2025 at 5:30 pm in the Thompson Community room at the Middle School, 203 2 Ave SE, Jamestown, ND.

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

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

Mrs. Gleason asked for the Agreement with OptimizED Stategic Solutions and SEEC Innovation Grant be taken off the consent agenda. President Larson moved it to finance.

Mr. Veldkamp moved, seconded by Mr. Meier to approve the consent agenda which consisted of November 3, 2025 regular board meeting minutes, payment of bills, pledge securities and November 6, 2025 communication committee notes. Roll call with unanimous "yes" vote. Motion carried.

Mr. Knox, Middle School Principal, introduced Mrs. Deb Hanson and Mrs. Kristi Hanson as members of the District School Improvement Committee and what this committee does for the district. Mrs. Deb Hanson reported on the purpose of the committee and the advisory role they play over many different stakeholders to enhance the school overall. The committee uses the Cognia 5 steps for data analysis yearly. The data they receive from different surveys of all stakeholders is reviewed to see trends and growth. Mrs. Kristi Hanson reported on ELEOT training which uses a scale of 1(not seen) – 4 (very evident) that focuses on the learner and not the teacher. The data collected is prioritized through the Cognia standards 1-4 to revise the strategic plan which is a living plan.

Mr. Gehlhar, Continuous Improvement Director, reported on Strategic Plan Progress Monitoring Goal 4.2. He reviewed the results of a 2 year comparison for last year to this year of testing. The primary goal for Jamestown Public Schools is to be 85% proficient in math, reading and science as measured by the ND State Assessment by 2030. Mr. Gelhar reported we are on track for some areas and have other areas to strengthen and improve. Mrs. Gleason moved, seconded by Mr. Rohr to approve Strategic Plan Goal 4.2. Roll call with unanimous "yes" vote. Motion carried.

Dr. Lech reported on a design challenge activity for the middle and high school staff. An environmental scan of the secondary level from stakeholders was broken down to key themes. Staff members were able to select five potential design challenge areas. The staff were assigned to design teams with a goal to 1) Research potential solutions, 2) Brainstorm ideas, 3) Select one promising solution, 4) Develop a "pitch", 5) Share their pitch in a small group setting, and 6) Refine their proposed solution after the panel feedback. Middle School and High School shared some themes but also had unique themes to their buildings as well.

Dr. Lech reported the board retreat is set for December 1<sup>st</sup> with agenda topics of budget priorities and brief presentation of the design challenge activity.

Dr. Lech reported on the board memo 119 regarding negotiations. The Board will have a brief Special Board Meeting on December 1<sup>st</sup> prior to the retreat to approve the petition of appropriate negotiating unit and school board determinations of appropriate negotiating unit.

Dr. Lech reported on board regulation FFK-BR - ND Century Code changes for expulsions. Changes include the ability to expel for up to a calendar year for all offenses not the school year and protection of student victims of a sexual offense.

Dr. Lech thanked all the members on the Science curriculum selection for their work. They are working on reviewing 8 curriculum vendors utilizing a standardized rubric. They will make a recommendation to the Professional Development/Curriculum Committee.

Dr. Lech reported on the existing contract with Scherbenske's snow removal for the 25-26 school year and will advertise for snow removal for 2026-2027 school year.

Dr. Lech shared a draft of the communication plan that was created for Strategic Plan goal 4.3. After feedback from committees, it will be brought forward to the board meeting on December 15.

Dr. Lech reported the NDSBA Winter Summit has broader seminar sessions instead of just negotiations focus. This summit would be beneficial to all board members

Mr. Veldkamp moved, seconded by Mr. McKenna to approve the snow removal contract with Scherbenske Inc. for the winter season of 2025-2026 school year for the amount \$46,500. Mrs. Gleason had concerns about the cost and thought a review of per hour would be more beneficial to the district. Roll call vote. Yes votes; Mckenna, Larson, Rohr, Meier, Veldkamp; No vote; Gleason. Passed 5-1. Motion carried.

Mr. McKenna moved, seconded by Mr. Rohr to approve the agreement with Optimized Strategic Solutions to provide Strategic Plan dashboard and board automation services and SEEC Innovation Grant Award. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Grounds provided the general fund balance sheet and monthly financial reports for board members to review.

Mr. Veldkamp moved, seconded by Mrs. Gleason to approve the MOU with James River Medical Center for Disaster Shelter. Roll call with unanimous "yes" vote. Motion carried.

Mrs. Gleason moved, seconded by Mr. Veldkamp to approve the memorandum of understanding for Joshua Jones hired as a Special Education Technician. Roll call with unanimous "yes" vote. Motion carried.

Mr. Meier declared a conflict of interest due to his wife is a teacher at Jamestown Public Schools. Mr. Rohr moved, seconded by Mr. McKenna to approve the Board's Notice of Intent to Negotiate with Jamestown Administrators and Jamestown Education Association. Roll call with unanimous "yes" vote. Motion carried.

Mr. Veldkamp moved, seconded by Mr. Gleason to approve the first reading of policy BAB(Board Conflict of Interest), second reading of policy BBA(School Board Elections and Terms of Office) and amended regulation FFK-BR(Suspension and Expulsion Regulations). Roll call with unanimous "yes" vote. Motion carried.

No further business, President Larson adjourned the meeting.

**GENERAL FUND**

701 PRINT & DESIGN	841.00	KNOX, ROBERT	30.00
AMAZON.COM	3,043.43	LAMPO GROUP	5,935.00
ANDERSON, JADA	348.00	LEAF	2,745.00
ANNE CARLSEN CENTER	92,069.78	LEARNWELL	1,403.38
APPLE INC	349.49	LECH, ROBERT	922.00
ARMITAGE, MICHAEL	30.00	LIBRARY STORE	194.82
BACKGROUND INVESTIGATION BUR	274.00	LORIG, JANE	1.89
BATA, BRANDON	245.00	MAC'S INC	13.99
BEST BUY	50.98	MARCO TECHNOLOGIES	5,169.63
CASHWISE	52.14	MEISSNER, JEFF	30.00
CENGAGE LEARNING INC	2,530.00	MENARDS	338.53
CENTRAL VALLEY HEALTH	4,470.00	MICHALENKO, JENNIFER	47.25
CHAT GPT	80.00	MINNESOTA VALLEY TESTING LABS	85.00
CITY OF JAMESTOWN	5,451.27	MITTLEIDER, SOPHIE	140.00
CITYSPAN TECHNOLOGIES	1,536.00	MONTANA DAKOTA UTILITIES	3,587.57
COLE PAPERS	6,506.98	NAPA AUTO PARTS	158.07
COLUMN SOFTWARE	269.80	ND ATTORNEY GENERAL	300.00
CONNECT TETHERAPY	32,589.00	ND COUNCIL EDUC LEADERS	1,377.70
CONNELL, JUSTIN	30.00	ND DEPT OF TRUST LANDS	242.05
DACOTAH PAPER	460.03	NDSU EXTENSION PESTICIDE PRG	460.00
DAKOTA ASSEMBLIES	600.00	NELSON, TAMMY	3.92
DAKOTA CENTRAL	2,971.85	NORTHWEST IRON FIREMAN	712.50
DAKOTA DUST TEX	838.60	NORTHWEST TIRE	30.99
DELZER, EDDY	30.00	OSLUND, ANDREW	60.80
ECKROTH MUSIC	98.00	OTTERTAIL POWER	29,101.48
EDUCURVE LEARNING	300.00	PEARCE DURICK	498.75
ET SYSTEMS	1,759.15	PEARSON EDUCATION	1,411.48
EVERSPRING INN	330.00	PETTYS, QUENTIN	64.02
EXTRA VALUE CHECKS	109.21	PITNEY BOWES	1,000.00
FARMERS UNION COOP	876.61	PLANBOOK EDU	15.00
FARSTAD OIL	6,296.50	PORTSCHELLER, PEG	5,667.00
FLINN SCIENTIFIC	107.90	QUIZNOS SUB	619.43
FORTE	386.34	RADISSON HOTEL	1,021.50
GEGELMAN, JAMIE	18.90	RAINBOW GAS COMPANY	1,728.80
GEHLHAR, ADAM	310.00	RECORD KEEPERS	52.88
GETTYSBURG FLAG WORKS	108.95	RECYCLING CENTER	1,250.00
GRADUATION OUTLET	148.00	ROHR, JASON	317.00
GRAYBAR ELECTRIC	881.60	SCHMIDT, SHERRY	30.00
GROUNDS, KRISTI	410.00	SCHOOL SPECIALTY	191.82
HAAKENSEN, ANGELA	41.16	SCHWINGLER, BRITTANY	72.45
HARLOW'S SCHOOL BUS SERVICE	109,296.28	SCOTTS ELECTRIC	392.00
HAWKINS INC	1,941.34	SOUTH EAST ED COOP	12,188.00
HEINERT, DARBY	226.00	SPARKFUN ELECTRONICS	183.75
HEMMER, TANYA	558.60	SPIRITS BAR & GRILL	460.60
HOLIDAY INN	1,015.30	STATE HISTORICAL SOCIETY	604.00
HUGO'S	284.71	SUBSCRIPTION SERVICES OF AMERICA	103.85
INFORMATION TECH DEPT	882.00	SUN LIFE	7.55
INNOVATIVE OFFICE SOLUTIONS	674.33	SWEETWATER SOUND	513.49
JAMES RIVER SPECIAL ED	91,665.04	T-MOBILE USA INC	159.54
JAMES VALLEY MULTI DIST	134.91	TARGET.COM	279.86
JAMESTOWN PLUMBING	898.46	TEACHERSPAYTEACHERS.COM	29.00
JAMESTOWN PUBLIC SCHOOL	556.66	VILLAGE FAMILY SERVICE	5,417.00
JAMESTOWN SUN	323.89	WALMART	1,991.01
JAMTGAARD, CODY	53.97	WE VIDEOC	256.45
JAMTGAARD, STACY	60.00	WEX HEALTH	146.16
JONES, TERRY	30.00	WIDMER ROEL	5,675.88
KASTET, RACHEL	46.55	<b>Fund Total:</b>	<b>471,937.55</b>
<b>BUILDING FUND</b>		NORTHWEST IRON FIREMAN	11,387.69
BORDER STATES PAVING	121,007.80	TWIN CITY GARAGE DOOR	21,144.00
JAMESTOWN PLUMBING	2,571.60	<b>Fund Total:</b>	<b>156,111.09</b>
<b>STUDENT ACTIVITY</b>			

701 APPAREL	30.00	HOLIDAY INN EXPRESS	1,143.90
ACTIVE NEWTWORK	314.00	IPOP	290.00
ADOBE	32.24	JUSTICE, STEVEN	100.00
ALLARD TROPHY	321.00	JW PEPPER & SON	148.33
AMAZON.COM	1,852.82	KIWANIS INTERNATIONAL FOUNDATION	396.00
BSN SPORTS	916.00	KREBS, CHARLES	120.00
BULOW, TARA	109.00	MANDAN PUBLIC SCHOOL	375.00
CARIBOU COFFEE	12.66	MASON, DENA	615.00
CASHWISE	61.41	MENARDS	369.97
CENTURY HIGH SCHOOL	190.00	MYERS, PRESTON	100.00
COMFORT SUITES	1,290.00	ND ASSN OF DANCE & DRILL	1,100.00
CONNELL, JUSTIN	100.00	ND DEPT OF TRUST LANDS	154.00
COOK, PAMELA	300.20	ND SCIENCE OLYMPIAD	195.00
COUNTRY GARDENS	75.00	NEWMAN SIGNS INC	1,423.12
DAKOTA CENTRAL	104.95	OREILLY AUTO PARTS	210.99
DAKOTA TROPHY	30.00	ORRIGINALS	9,920.00
DELZER, EDDY	205.00	PARADISO	456.33
DIETZ, SHELBY	268.00	POPPLERS MUSIC	795.65
DRIVEN COFFEE	3,000.00	REXIN, KACIE	105.00
ECKROTH MUSIC	323.15	ROALDSON, JAMES	86.48
FLOW CODE	60.00	ROGUE FITNESS	1,745.00
GAME ONE	8,467.08	ROOSEVELT PTO	200.00
GERRELLS SPORTS CENTER	824.00	ROUGH RIDER SIGNS	127.00
GOLL, AVERY	120.00	SABERETTE DANCE BOOSTER	220.00
GROSS, CHRISTOPHER	520.00	SHINE	240.00
HARLOW'S SCHOOL BUS SERVICE	8,837.64	SMITH, ALLISON	165.00
HARTY, EVAN	200.00	UNISON BANK	300.00
HARTY, RYAN	100.00	UNIVERSITY OF NORTH DAKOTA	165.00
HASTY AWARDS	667.87	WALMART	836.96
HEMMER, KATHERINE	140.00	WILLEY'S SEPTIC TANK SERVICE	2,490.00
HIGHLAND SUITES	1,782.00	<b>Fund Total:</b>	<b>55,847.75</b>
<b>HEALTH INSURANCE</b>		MEDALLUS	21,386.39
HAYS COMPANIES	2,796.00	<b>Fund Total:</b>	<b>24,182.39</b>
<b>JAMESTOWN DOLLARS FOR SCHOLARS</b>		SECRETARY OF STATE	35.00
DOLLYWOOD FOUNDATION	615.47	<b>Fund Total:</b>	<b>738.47</b>
JAMESTOWN PUBLIC SCHOOL	88.00	ND DEPT OF PUBLIC INSTRUCTION	887.03
<b>SCHOOL LUNCH</b>		PALMER, JULIE	280.00
AMAZON.COM	805.34	PLUNKETT'S PEST CONTROL	500.72
BADLANDS DISTRIBUTION	265.12	PODELL, LAURIE	140.00
CITY OF JAMESTOWN	1,991.72	RAMKOTA HOTEL	770.00
COCA COLA BOTTLING CO	5,140.75	RUSSELL, JACKIE	226.00
CULINEX	698.27	SALBAR, MELISSA	161.56
DACOTAH PAPER CO	2,407.09	SYSCONC	57,141.21
DAKOTA CENTRAL	274.10	VESTIS SERVICES LLC	3,399.91
ERICKSON, JENNIFER	140.00	WALL, CINDY	30.00
FRESHPOINT BIX PRODUCE	15,891.63	WALMART	186.28
HEIDT, ROBBYN	140.00	ZINK, ELIZABETH	140.00
JAMESTOWN PUBLIC SCHOOL	2,103.34	<b>Fund Total:</b>	<b>93,860.07</b>
MARTELL, MONA	140.00	NAPA AUTO PARTS	278.47
<b>JAMES VALLEY CAREER AND TECHNICAL CENTER</b>		NAUMANN, SHEILA	44.24
701 APPAREL	425.00	ND DECA	175.00
ACME TOOLS	14,192.00	OREILLY AUTO PARTS	345.11
ACT	175.50	OTTERTAIL POWER	2,048.20
ADVANCED BUSINESS METHODS	219.55	REALITYWORKS	53.00
AMAZON.COM	2,501.29	RECYCLING CENTER	43.00
CITY OF JAMESTOWN	754.74	RHET ARCHITECTURE	445.00
COLE PAPERS	16.88	ROCHELEAU-ECKART, HEIDI	30.00
DAKOTA CENTRAL	217.50	SAFTEY KLEEN SYSTEMS	644.01
DAKOTA DUST TEX	59.00	SAM'S CLUB	474.32
EDE, SHANE	28.00	SKILLS USA ND	400.00
GEHLHAR, ADAM	560.00	STAMPS.COM	20.99
HOLIDAY INN	500.00	VALLEY CITY STATE UNIVERSITY	967.08
JAMESTOWN PUBLIC SCHOOL	5,544.60	WAAGEN, JERRY	12.46
JAMESTOWN PUBLIC SCHOOL	1,238.68		
JETSTREAM CAR WASH	27.26		

LINDE GAS & EQUIPMENT	1,657.93	WALMART	1,974.06
MENARDS	1,851.30	WINGATE BY WYNDHAM	110.00
MONTANA DAKOTA UTILITIES	1,244.56	<b>Fund Total:</b>	<b>39,278.73</b>