Board Retreat Official Minutes

Meeting Date: June 25, 2026
Time: 5:30 p.m.
Location: Central Office Conference Room
Board Members Present: Heidi Larson, Dan Tweten, Jason Rohr, Owen McKenna, Melissa Gleason, Jacob Meier, Aaron Roberts, Steven Veldcamp, Jamie Bear
Central Office Administration Present: Kristi Grounds, Adam Gehlhar

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A. Secondary Schedule Discussion

Mr. Gehlhar updated the board on the Guiding Coalition. Enrollment shifts are occurring due to rising competition, vouchers/federal tax credit, home education (easier with AI) and micro-schools.

Jamestown Middle School is down 40 students – the window to make changes is now.

The board separated into small groups to discuss different schedule models and each reported on their discussions.

A trimester schedule has the most advantages offering students more credits and aligns with University of Jamestown, Work-Based Learning and internship opportunities. JMS could transition to two Teams of 3 instead of the current three Teams of 4 in houses.

Board members indicated they would like additional information regarding community engagement, employer flexibility, teacher, parent and student feedback and Special Education programming input before considering a recommendation for Fall 2027 implementation.

B. Working Supper – Elementary Facilities Discussion

The board discussed options keep Washington property, sell after demolition, or sell "as-is". Mr. Gehlhar requested appraisal quotes to assist in evaluating the potential sale options. The board also discussed obtaining appraisals for other elementary buildings.

There was a water leak in the football shack. Repair costs are unknown as the broken pipes are in the concrete walls. The board discussed the need to balance the needs of the fall football activities with repair costs. Temporary options such as portable restrooms and/or locker room facilities were discussed.

C. Strategic Plan Review Process

Mr. Gehlhar reviewed the five-year strategic goals and annual performance metrics. The board discussed that the strategic plan should extend beyond operational objectives and position Jamestown Public School District as the school of choice in our community.

D. Marketing and Communication Discussion

School choice has made education more entrepreneurial. The district has hired an intern from the University of Jamestown to conduct a marketing audit and promote district programs, course offerings and student activities.

Public Service Announcements could be provided. Mr. Roberts suggested spotlighting the Peer-to-Peer program that Ms. Sjostrom helped to revive at JHS.

E. 2026-27 Board Draft Calendar

The board agreed to maintain its regular meeting schedule at 5:30pm on the first and third Monday of each month with the exceptions of one meeting in July, August, December and January. Mr. Gehlhar requested quarterly retreats during the 2026-27 fiscal year.

F. Superintendent Evaluation Options

The board discussed superintendent evaluation options, including the service offered by NDSBA. November 15th and March 15th are the reporting deadlines. The board requested the superintendent self-evaluation and updated job description be incorporated.

G. Prioritization Exercise

Small groups discussed the district's greatest needs over the next 12 months and shared their priorities.

Identified priorities included:

- Facilities: Washington property, capital improvement – roofing plan
- Teacher and staff morale
- Academic Excellence: Standards-Based Learning, Strategic Plan implementation, communication, and successful transitions for new leadership roles
- Budget planning for declining enrollment and Ending Fund Balance
- Exploration of collaboration opportunities for Pre-K with HeadStart and Jamestown Park and Recreation.

Adjournment –

No formal board action was taken during the retreat. Discussion focused on long-term planning, strategic priorities and future recommendations.

Meeting adjourned at 8:33 p.m.
