

**UNOFFICIAL MINUTES**  
**BARNES COUNTY NORTH DISTRICT #007**  
**WIMBLEDON ND 58492**  
**ANNUAL SCHOOL BOARD of EDUCATION MEETING**  
**July 15, 2020**

The meeting of the Barnes County North School Board of Education was called to order by President Mike Schwehr at 7:05 pm. A quorum of the Board was acknowledged. Board members present were: Mike Schwehr, Lee Gussette, Rob Harstad, Michele Elston (via phone), Cindy Christianson, Brent Bruner, Bret Fehr, Chad Bakken, and Lori Carlson. Also present were: Superintendent Mike Severson, Principal Danielle Bosse, Technology Coordinator Melissa Bitz, teacher representatives Beth Udem and Kim Anderson, and Business Manager Lindsay Polk.

Mr. Severson thanked the custodial and office staff for their hard work getting ready for the new school year.

The agenda was changed to add an update on the reopening process under New Business. Motion to approve the amended agenda. Rob Harstad, Cindy Christianson. Unanimous approval.

Motion to approve the consent agenda. (Inclusive of minutes from the July 1, 2020 State meeting and from the June 24, 2020 school board meeting, bills, financial reports, pledge of securities, and pupil membership summary). The 2019-2020 Finance Report for Publication will be tabled to the next meeting. General Fund bills \$71,343.14 Building Fund bills \$0.00. Total of bills \$71,343.14. Bret Fehr, Chad Bakken. Unanimous yes roll call vote.

**REPORTS:**

**President's Report:** None

**Career & Tech Center Report:** None

**Budget/Finance:** None

**Activities Director Report:** Mr. Severson reported that NDHSAA is planning to release guidance on July 16, 2020 for resuming activities. Michele asked about the wrestling program co-op and Mr. Severson will check on it.

**Technology Report:** Ms. Bitz said that the Activ panels are getting updated and programmed and she is working on summer projects and planning for COVID cleaning of devices in the fall.

**PK-6 Principal Report:** Mrs. Bosse will be starting interviews for the para position on July 16, 2020. There have been 8 applicants. She and Mrs. Bryn have been working on organizing the guided reading room.

**7-12 Principal Report:** None

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**Superintendent Report:** Mr. Severson will be attending the virtual Summit for Innovative Education on Tuesday.

**Old Business:** Classified staff leave hours and payout recommendations were presented. The following leave changes with an effective date of July 1, 2020 were discussed: 7 days (56 hours) of PTO switches to 5 days (40 hours) of sick leave and 2 days (16 hours) of floating holiday leave. Sick leave can accumulate to 400 hours and floating holiday leave can accumulate to 40 hours. Nine (9) month employees will receive one additional day (8 hours) of floating holiday leave for every 10 years of employment. There will be no buy back for days over the cap and no pay out for unused leave. Classified staff will have 3 options of what they can do with their PTO balance from June 30, 2020 (or a combination of the 3 options). The three options are: 1) move accumulated PTO hours to sick leave hours, 2) payout the PTO hours, or 3) use up to 80 hours of PTO leave before January 1, 2021. Employees will be allowed to use any accumulated PTO still available after January 1, 2021 for COVID-19 needs if they arise. PTO can be paid out on the December 15, 2020 or June 15, 2021 pay periods in one lump sum. Vacation leave will remain the same for 12 month employees, except there will be no buy back for days over the cap, and at termination, vacation payout will be pro-rated based on time period worked for the year. All leave use will be based on the employee's standard work week. Overtime will be limited going forward and must be approved. Classified staff will have until June 30<sup>th</sup> of each year to use any accrued leave. The leave year for all calculation purposes will run from July 1<sup>st</sup> through June 30<sup>th</sup>. Classified staff will have the option of an employer paid single health plan or \$2,500 cash option toward a flex plan. Motion for Mike Schwehr and Chad Bakken to abstain due to conflict of interest. Lori Carlson, Brent Bruner. Unanimous yes roll call vote. Motion to approve the above recommendations for classified staff leave hours and payout. Bret Fehr, Lori Carlson. 5 yes roll call votes, 2 abstain.

President Schwehr officially dissolved the 2019-2020 School Board.

**New Business:** Business Manager reconvened the meeting. Business Manager called for nomination and election of the Board of Education President. Lori Carlson made a motion to nominate Mike Schwehr. Michele Elston second. Bret Fehr made a motion nominations cease. Chad Bakken second. Mike Schwehr was elected board president by a unanimous yes vote. Gavel turned over to President.

Nomination and election of Vice President called for. Brent Bruner made a motion to nominate Lee Guscette. Cindy Christianson second. Lori Carlson made a motion nominations cease. Bret Fehr second. Lee Guscette was elected Vice President by a unanimous yes vote.

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Motion made to appoint Lindsay Polk as Business Manager. Bret Fehr, Lori Carlson, Unanimous yes roll call vote.

Motion made to appoint Mr. Severson as Special Education Representative. Bret Fehr, Brent Bruner. Unanimous yes roll call vote.

Motion made to appoint Mr. Wilson as Homeless Liaison. Chad Bakken, Lori Carlson. Unanimous yes roll call vote.

Committee assignments were reviewed. Motion made to accept the current committee assignments. Cindy Christianson, Chad Bakken. Roll call vote 8 yes, 1 no.

Motion made to approve the depository banks as Bank Forward and Dacotah Bank. Bret Fehr, Rob Harstad. Unanimous yes roll call vote.

Motion to authorize the Superintendent to receive and expend Federal funds for Title I, Title IIA and Title IV Part A. Bret Fehr, Brent Bruner. Unanimous yes roll call vote.

Motion made to approve Business Manager Lindsay Polk, Superintendent Michael Severson, and Board of Education President Mike Schwehr as authorized check signers. Lori Carlson, Lee Guscette. Unanimous yes roll call vote.

Motion made to keep current compensation rates of \$75 per board, committee, and outside committee meetings at \$75 per meeting. Lori Carlson, Bret Fehr. Unanimous yes roll call vote.

Motion made to approve the destruction of records as presented by the Business Manager. Bret Fehr, Brent Bruner. Unanimous yes roll call vote.

Motion made to keep the 2020-2021 fee schedule the same. Bret Fehr, Lee Guscette. Unanimous yes roll call vote.

Consensus approval of payment of the \$450 membership dues to North Dakota Small Organized Schools Association.

Motion to accept one open enrollment from Griggs County, three from Valley City, and one from Jamestown. Bret Fehr, Rob Harstad. Unanimous yes roll call vote.

Motion to accept contract amendment. Lori Carlson, Brent Bruner. Unanimous yes roll call vote.

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Discussion regarding the preliminary 2020-2021 budget. Motion to approve the preliminary budget for 2020-2021 as presented. Bret Fehr, Rob Harstad. Unanimous yes roll call vote.

Mr. Severson gave an update on the reopening process for fall. The state has released limited guidance with the School Board being the final decision makers. A meeting is planned for Monday, July 20, 2020 at 1:00pm for administration and a group of teachers and staff to begin the process of working out a plan. Michele and Cindy will be at that meeting. Lori will also be assisting at future meetings and when needed.

Discussion was held about having a School Board Retreat this year. It was decided to postpone the retreat until the COVID-19 reopening plan is finalized.

The concessions were brought up, and the Dance Team is aware of the changes.

Next regular board meeting is rescheduled to August 12, 2020 at 7:00pm in the BCN Media Center.

Meeting adjourned at 8:18 pm.

Respectfully Submitted,

Lindsay Polk  
Business Manager

Mike Schwehr  
President