

OAKES PUBLIC SCHOOL DISTRICT  
REGULAR BOARD MEETING  
JULY 20, 2023, 7 AM

Superintendent Anna Sell called the meeting to order at 7:03 am. Those in attendance were Superintendent Anna Sell, Business Manager Shannon Jepson. Board members Rhonda Day and Sonia Meehl, along with board member elects Sheila Nagel and Brian Seyer. Board Member Monica Heimbuch absent. Also in attendance were elementary principal Greg Dobitz, High School principal Jordan Lynch, IT director Larry Engel and joining via zoom was Vickie Kelly and Virginia Gramlow.

Pledge of Allegiance was recited.

Confirmation and approval of agenda: Sonia Meehl made a motion to approve the agenda, Sheila Nagel seconded. Motion carried.

Visitors were welcomed to the meeting.

*Organization of Board:*

Oath of office: Business Manager Jepson gave oath of office to new board members and current board members joined along.

Election of Officers: Nagel motioned to nominate Sonia Meehl as board President. Day second. Motion carried.

Nagel motioned to nominate Monica Heimbuch as board Vice President. Motion passed.

Board Appointments/Designations/Authorizations:

Federal Program Representative: Day motion, Seyer second to appoint Anna Sell as representative. Motion passed.

Section 504 Coordinator: Nagel motion, Day second to appoint Jamie Franks as representative. Motion passed.

ADA Coordinator. Day motion, Seyer second to nominate Ed Wentworth as coordinator. Motion passed.

Title IX Coordinator: Nagel motion Seyer second to nominate Anna Sell as Coordinator. Motion passed.

Civil Rights Compliance Office: Day motioned, Nagel second to nominate Anna Sell as compliance officer. Motion passed.

SVSEU Board Representative. Seyer motioned, Day second to nominate Anna Sell as representative. Motion passed.

SRCTC Board: Day motioned, Seyer second to nominate Sheila Nagel as representative. Motion passed.

Dickey County JDA Board: Nagel motioned, Seyer second to nominate Sonia Meehl to JDA board. Motion passed.

Board Committee Assignments: Nagel motioned, Seyer second to accept recommendations for the following committees:

Technology: Sheila Nagel

Negotiations: Sheila Nagel and Sonia Meehl

Wellness Committee: Rhonda Day  
Facilities Committee: Brian Seyer and Monica Heimbuch  
Leadership/PL committee: Sonia Meehl  
Curriculum Committee: Monica Heimbuch and Brian Seyer

Motion passed.

NDHSAA: Nagel motion, Day second to authorize the district to join the NDHSAA. Motion passed.

Official Newspaper: Nagel motioned, Day second to designate Oakes Times as the Official Newspaper. Motion passed.

Depositories: Day motioned, Seyer second to designate Starion Bank, BankNorth and First Community Credit Union as depositories.

Regular Board Meetings: Seyer motioned, Day second to have the third Friday as the regular scheduled board meetings to be held at Oakes Central Conference Room at 7 am.

#### *Board Consent Agenda:*

Nagel motion Seyer second to approve the June 19, 2023, board meeting minutes, the July 6, 2023, special board meeting minutes, the June bills, June financial reports and the end of year financial reports and accept the Superintendent and Business Managers Reports. Motion passed.

#### *Regular Meeting:*

Committee Meetings: ~~Obj~~

Facilities:

Chiller: There are several options before us regarding the chiller. We can fix it, replace it with a new chiller, replace it with a used chiller, rent a chiller, or wait to decide on a future larger project. Seyer reported that renting could cost \$9,000 per month plus setup and transportation costs. A used chiller could cost \$80,000 plus shipping and installation with no warranty. We could resell if we chose to do a larger building project. It was discussed and Seyer will be in contact with Chiller Systems from Fargo to see what their opinion is on repair and/or replacing the current chiller.

Science Floor: June 29, 2023, committee meeting minutes are included in the board packet along with the amount billed and paid through June 30, 2023. The final punch list is scheduled for August 7, 2023.

#### *School Policy:*

Policy BAA: Nagel made a motion to approve continued employment of Board Member Brian Seyer as a bus driver at Oakes Public School. Day second. Seyer abstained from voting. Motion passed.

#### *Business:*

Pledge of Assets: Meehl moved to approve the June 30, 2023, Pledge of Assets report, Day second. Motion passed.

Transfers of Monies: Seyer moved to approve the transfer of 50% of the Special reserve fund in the amount of \$89,421.79 to the general fund. Day motioned, Seyer second to move \$89,421.79

from the general fund to the building fund. Motion passed. Nagel motioned, Day second to move \$55,326.61 from the general fund to the hot lunch fund to make the fund a zero balance. Day moved, Nagel second to move \$229,757.35 from the general fund to the activities fund. Motion passed.

Second Reading of EL, HS, Activity Handbooks: Nagel motion, Seyer second to approve the second reading of the above-mentioned handbooks. Motion passed.

First Reading of Employee Personnel Handbook: Seyer motion, Day second to approve first reading of Employee Handbook. Motion passed.

Preliminary Budget Review: Nagel motioned, Day second to move the \$101,780.49 deposit of insurance refund of chiller repairs from general fund to the building fund. Motion passed.

Review and Set 23-24 Fees: Seyer motion Nagel second to make the following changes to activity fees:

EL Lunch \$2.90

EL Breakfast \$2.20

EL extra milk/juice/snack \$.60

EL salad bar only \$.85

HS Lunch \$3.00

HS Breakfast \$2.20

HS extra milk/juice \$.60

HS seconds lunch \$1.35

HS seconds breakfast \$1.10

HS salad bar only \$.85

Adult Lunch \$4.50

Adult Breakfast \$3.25

Adult Salad Bar Only \$2.50

Computer Insurance \$75 first break, \$100 after that with \$25 deductible.

Elementary activity fee \$25 Max \$50

JH activity fee \$40 Max \$80

HS activity fee \$50 Max \$100

Family activity pass \$160, Single activity pass \$75, Student activity \$35.

HS Acorn/Yearbook \$40 non personalized, \$43 personalized, EL yearbook \$15

Drivers Ed \$200 In-District student, \$450 Out of district and repeating students

Substitute Teacher \$145/day plus lunch

At 9:15 am there was a short break. It resumed at 9:19am.

21-23 audit. There was a bid received from Nadine Julson LLC for \$28,000.00. Nagel motioned, Day second to accept bid. Motion passed.

Staffing Update: Reid Garrison officially retired on June 29, 2023, from Oakes Public Schools.

The board thanked him for his time and dedication to our school and wished him well.

Open positions: OPS is still looking for a custodian, bus drivers, activity drivers, a JH football coach, JH boys basketball coach, and JH/JV track coach.

#### *Items for Future Agenda:*

Evaluation Models for Superintendent and Business Manager

*Future Meetings:*

Board Retreat Thursday, July 20, 2023, 6:30 pm.

Regular Board Meeting Tuesday, August 8, 2023, 7 am.

Future Regular Board Meeting Friday, September 15, 2023, 7 am.

*Adjournment:* Meeting was adjourned at 9:55 am.

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Sonia Meehl, Board President

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Shannon Jepson, Business Manager

Approved Bills:

I State Truck \$116,750.00, A&B Business Inc. \$82.18, Boyle, Barbara \$100.00, Caseys Business Card \$1,010.62, Christiansons by Fluid \$2,172.90, Ehrlin, Dave \$155.00, Follett Content Solutions LLC \$126.57, Gemar, Randa \$100.00, LaQuinta Inn \$86.40, Millers Fresh Foods \$162.96, Nadine Julson LLC \$18,000.00, Opp, Janet \$100.00, Pearce Durick PLLC \$132.50, Sweets N Stories \$108.98, Wolff, Carole \$100.00, Zaner-Bloser \$10,000.00, Schmit, Dean \$555.00.