

Minutes of Apple Creek School Board of Education

November 8, 2021

Board Meeting held at Apple Creek School

Call to Order/Roll Call

Roy called the meeting to order at 6:01 PM.

Board members Roy Kuil, Jay Halvorson, Katie Aitchison, Joe Gartner, Coty Sicble were present. Principal Cori Hilzendeger was also present.

Approval of Agenda

Joe Gartner made a motion to approve agenda. Coty Sicble seconded, and the motion carried with all in favor.

Approval of Minutes

Corrections were made to previous minutes: adjournment was seconded by Katie Aitchison and meeting had adjourned at 7:55 pm. Coty Sicble made a motion to approve adjusted minutes. Joe Gartner seconded, and the motion carried with all in favor.

Principal Report

Parent teacher conferences being held November 8 and 9 were scheduled 100%. Second day of Professional Development was completed. Working with CREA to meet required Science of Reading Training and Health and Suicide Curriculum. Next meeting is November 1 and follow up is in February. Legislative session began again today and is being watched closely as there are bills presented without much study. The first ESSER report is due in December and annually until end of 2023. Civil Rights Data Collection will be filled out it will be complete with assistance from Shirley Ryberg.

Accreditation – Review is in winter/spring of next year. Cori visited with Amanda Fuller and Emily Brunskill regarding visiting another school and being involved with their review to understand the process. Surveys are coming out again and annually moving forward.

Personnel/Human Resources – Roy suggested making sure contracts are ready for next year. Discussion was had regarding Greg monitoring the security system and need for a defined role and stipulation of responsibilities to determine rate and extra duty contract. Greg will be asked to complete a list of duties that he currently completes when monitoring. Cori will review and pass along to Jay and Roy for their input and work moving forward.

Free and Reduced Lunch Program – Cori stated 79 are signed up and eating school lunch. DPI has allowed reimbursement claim back to Labor Day with 100% refund to families in December. Discussion was had regarding potential loss upon a hit in attendance as lunches are preordered and may only be reimbursed for meals served.

Business Manager Report

Budget and Bills – Bills were passed out. Discussion was had about what maintenance is completed by Aramark and quotes are being investigated. Jay Halvorson made a motion to approve bills for payment. Joe Gartner seconded, and the motion carried with all in favor.

Extracurricular Report

Extracurricular/PTO – Coupon books are in full swing. Income received from coupon books is huge compared to selling chocolate. PTO is looking for a vice president. Teacher meal is November 9. Stipend review for music teacher is being reviewed.

Township – Good conversation was had at township meeting around things going on in the school, enrollment numbers and surpassing 3 to 5 year plan. Coty mentioned building committee interest. Discussion was had on future housing developments and enrollment in Apple Creek or Bismarck Public Schools. There is need for conversation between schools and with developers.

Lunch/Extended School – CREA still taking care of ESP. Lunch program is being reviewed for ongoing needs and possibly applying for innovative food and nutrition grants. A survey will be sent to families in the future regarding interest in a breakfast program.

Maintenance and Technology Report

Building, Maintenance, and Insurance – Roy is seeking quotes on leaf guards. It was suggested to contact Andy to see how much shield installation would cost.

Technology and Website – ESSER Grant button was not working but should be now. Jay Halvorson's announcement went out and website is up and running.

Policy Report

First Reading – Katie Aitchison presented policy report. New policies, religion objects/documents and carrying weapons, were discussed. Katie Aitchison made a motion to approve first reading of policies with minor adjustments to change references of principal/superintendent to school administrator and Apple Creek School to Apple Creek School District. Roy Kuil seconded, and motion carried with all in favor. Second reading will occur after 30 days. Katie suggested that she list policies immediately for others to review.

3 to 5 Year Plan

Work is beginning on updated strategic plan. Cori asked for 2 board members to serve on strategic plan. Jay Halvorson and Roy Kuil volunteered.

New Building Committee Updates

Announcement was put out on Apple Creek website, but it has not been put out on PTO Facebook Page yet. Jay spoke with Mark Springer on visions being part of previous planning efforts. Jay wants to invite Mark to board meeting to explain lineage of previous work that was done. Discussion was had regarding the “why” to invest in Apple Creek, getting more involved, and the need for a consultant or goal director.

Next Board Meeting

Tuesday, December 7, 2021 at 6:00 pm.

2022 Board Meetings scheduled for: January 10, February 14, March 14, April 12, May 9, June 14, and July 11.

Adjournment

With no further business to come before the board, Joe Gartner made a motion to adjourn the meeting at 7:50 pm. Jay Halvorson seconded, and the motion carried with all in favor.

Respectfully submitted,

Raven Warren
Business Manager

Roy Kuil
President