

## Minutes of Apple Creek School Board of Education

January 10, 2022

Board Meeting held at Apple Creek School

### **Call to Order/Roll Call**

Roy Kuil called the meeting to order at 6:00 pm.

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

### **Approval of Agenda**

An amendment was made to list policies that are up for first and second reading on agenda. Jay Halvorson made a motion to approve amended agenda. Coty Sicble seconded, and the motion carried with all in favor.

### **Approval of Minutes**

Coty Sicble made a motion to approve minutes. Jay Halvorson seconded, and the motion carried with all in favor.

### **Principal Report**

Cori Hilzendeger presented Principal Report. The full report is attached to the meeting minutes. Discussion ensued on open enrollment, application for Food Service Grant to assist with table and sink installation, rough draft of calendar to be created, and pick up/drop off parking concerns.

### **Business Manager Report**

**Budget and Bill Reports** – The board reviewed bills. Cori Hilzendeger recommended discontinuing Pay Simple service as it is not currently being used. Jay Halvorson made a motion to approve discontinuation. Coty Sicble seconded, and the motion carried with all in favor.

### **Extracurricular Report**

**Extracurricular/PTO** – The board discussed whether a member of the school board must attend every meeting. Cori Hilzendeger stated that she attends so she can share meeting notes and update the board. She will also convey to PTO that should they have any needs of support or concerns to please contact the school board or ask Cori.

**Township** – Township has decided on all new housing developments within township of 40 acres or more; 2-acre lots will be permitted. Under 40 acres, they must stick with 5-acre requirement. The board discussed partnership potential with Bismarck Public Schools versus maintaining autonomy as a school district. Discussion ensued

about future district growth. Jay Halvorson made a motion to approve expenditure of up to \$5,000 for RSP & Associates to conduct a demographic needs assessment survey. Roy Kuil seconded, and the motion carried with all in favor. The board agreed to draft a letter to community stating that no decisions have been made at this time, information will continue to be shared, and there will be meetings they will have the opportunity to attend.

### **Maintenance and Technology Report**

**Building, Maintenance, and Insurance** – Cori Hilzendeger has not received a gutter quote.

**Technology and Website** – Pay Simple will be cancelled and removed from the website.

### **Policy Report**

**First Reading** – There was a unanimous proposal to move First Reading to next month.

**Second Reading** – Roy Kuil made a motion to approve second reading of November policies. Joe Gartner seconded, and the motion carried with all in favor.

### **Principal Performance Review Discussion**

The board completed the evaluation. Roy will schedule a meeting with Cori Hilzendeger.

### **3 to 5 Year Plan**

There was a revision to the Restart Plan to state that Apple Creek school does participate in the Federal School Lunch Program. Jay Halvorson made a motion to approve correction to Restart Plan. Coty Sicble seconded, and the motion carried with all in favor.

### **Next Board Meeting**

Next Board Meeting will be held Monday, February 14, 2022, at 6:00 pm.

### **Adjournment**

With no further business to come before the board, Katie Aitchison made a motion to adjourn the meeting at 8:01 pm. Coty Sicble seconded, and the motion carried with all in favor.

Respectfully submitted,



Raven Warren  
Business Manager

Roy Kuil  
President

