**APPLE CREEK SCHOOL DISTRICT**

**AUGUST 9, 2022**

**5:30 PM**

The meeting was called to order by President, Coty Sicble.

**Approval of Agenda** - Motion by Jasmine Schnaible, second by Randy Strom, to approve the agenda. Motion carried.

**Appointment Process** – July 12, 2022, minutes amendment motion by Dan Reis, second by Randy Strom, to approve the appointment process for Jasmine Schnaible and Katie Schnaible. Motion carried.

**Principal Posting** – July 12, 2022, minutes amendment motion by Jasmine Schnaible, second by Katie Schnaible, to approve the posting of the principal position. Motion carried.

**Approval of July 12, 2022, Minutes** - Motion by Jasmine Schnaible, second by Katie Schnaible, to approve the minutes with the stated corrections. Motion carried.

**Approval of July 26, 2022, Minutes -** Motion by Dan Reis, second by Jasmine Schnaible, to approve the minutes. Motion carried.

**Enrollment Assessment –** Robert Schwarz enrollment assessment ZOOM presentation.

**Personal & Sick Leave Days –** Motion by Dan Reis, second by Randy Strom, to pay Amanda Fuller for 42-1/2 sick leave days and Kathy Brown for 50 sick leave days and 5 personal days at a rate of $25.00 per day. Motion carried.

**Blue Cross –** Motion by Jasmine Schnaible, second by Dan Reis, to select Option #1, 90/500 Blue Cross plan with the school district paying 67% of a single plan. Motion carried.

**Handbook –** Motion by Katie Schnaible, second by Dan Reis, to approve the Handbook with the suggested changes and final review. Motion carried.

**Principal –** Interim Principal, Emily Brunskill, announced that she will fulfill the principal administrative duties only until August 24, 2022.

**Hot Lunch –** Discussion regarding proposals submitted by Lady J’s Catering and 604 Catering, as well as lunch supplies. Tabled until the special meeting.

**After School -** Motion by Dan Reis, second by Katie Schnaible, to offer the After School position to Geraldine Kroh at a rate of $24/hour pending a background check. Motion carried.

**Aides –** Motion by Randy Strom, second by Jasmine Schnaible, to offer the part-time teacher aide position to Jennifer LaFave at a rate of $22/hour pending a background check. Motion carried.

**Budget –** Motion by Dan Reis, second by Coty Sicble, to approve the budget with the changes. Motion carried.

**July Bills paid -**  Motion by Jasmine Schnaible, second by Dan Reis, to approve the following bills:

|  |  |  |  |
| --- | --- | --- | --- |
| **CHECK #** | **DATE** | **CHECK ISSUED TO** | **AMOUNT** |
|  |  |  |  |
| 17173 | 7/9/2022 | Menards |  $ 134.72  |
| 17174 | 7/9/2022 | S & P Construction |  $ 540.00  |
| 17175 | 7/9/2022 | Cori Hilzendeger (Reimbursement) |  $ 675.00  |
| 17176 | 7/9/2022 | Shirley Ryberg (Supplies) |  $ 22.21  |
| 17177 | 7/9/2022 | Turd Burglar (Septic Tank Pumping) |  $ 800.00  |
| 17178 | 7/9/2022 | Winsor Learning |  $ 1,614.50  |
| 17179 | 7/9/2022 | BEK Communications |  $ 768.89  |
| 17180 | 7/9/2022 | ND School Boards Association (Annual Membership and |  |
|  |  | Policy Services) |  $ 1,367.41  |
| 17181 | 7/9/2022 | Casper Kuntz (Mini Corn Hole Game) |  $ 30.00  |
| 17182 | 7/9/2022 | Teachers Retirement |  $ 4,318.76  |
| 17183 | 7/9/2022 | CREA (Professional Development) |  $ 428.57  |
| Online | 7/15/2022 | Kathy Brown (Salary) |  $ 1,557.63  |
| Online | 7/15/2022 | Emily Brunskill (Salary) |  $ 1,123.87  |
| Online | 7/15/2022 | Amanda Fuller (Salary) |  $ 1,555.90  |
| Online | 7/15/2022 | Julie Hathaway (Salary) |  $ 434.95  |
| Online | 7/15/2022 | Cori Hilzendeger (Salary) |  $ 2,579.72  |
| Online | 7/15/2022 | Hannah Krebs (Salary) |  $ 1,251.71  |
| Online | 7/15/2022 | Erich Kroh (Salary) |  $ 126.40  |
| Online | 7/15/2022 | Greg Kuil (Salary) |  $ 850.06  |
| Online | 7/15/2022 | Corrine Mees (Salary) |  $ 265.90  |
| Online | 7/15/2022 | Shirley Ryberg (Salary) |  $ 954.32  |
| Online | 7/15/2022 | Missy Turcotte (Salary) |  $ 1,466.79  |
| Online | 7/15/2022 | Roy Kuil (Salary) |  $ 308.90  |
| Online | 7/15/2022 | Joe Gartner (Salary) |  $ 184.70  |
| Online | 7/15/2022 | Jay Halvorson (Salary) |  $ 184.70  |
| Online | 7/15/2022 | Dan Reis (Salary) |  $ 369.40  |
| Online | 7/15/2022 | Randy Strom (Salary) |  $ 184.70  |
| Online | 7/15/2022 | Payroll Taxes |  $ 4,022.55  |
| 17184 | 7/15/2022 | Sarah Ray's Cleaning |  $ 2,500.00  |
| 17185 |  | VOID |  |
| 17186 | 7/15/2022 | Capital Electric |  $ 251.00  |
| 17187 | 7/15/2022 | Sherry Morris Insurance Agency |  $ 2,252.70  |
| Online | 7/15/2022 | J P Morgan |  $ 3,564.84  |
| Online | 7/18/2022 | ND PERS (Deferred Comp.) |  $ 25.00  |
| 17188 | 7/23/2022 | Corporate Clean |  $ 5,000.00  |
| 17189 | 7/26/2022 | Blue Cross |  $ 3,268.00  |
| 17190 | South Central Water District |  |  $ 34.00  |
| 17191 | 7/26/2022 | American Family Insurance (Sherry Morris Agency) |  $ 250.30  |
| Online | 7/29/2022 | Kathy Brown (Salary) |  $ 1,557.63  |
| Online | 7/29/2022 | Emily Brunskill (Salary) |  $ 3,282.67  |
| Online | 7/29/2022 | Amanda Fuller (Salary) |  $ 1,555.90  |
| Online | 7/29/2022 | Julie Hathaway (Salary) |  $ 434.95  |
| Online | 7/29/2022 | Cori Hilzendeger (Salary) |  $ 2,579.72  |
| Online | 7/29/2022 | Hannah Krebs (Salary) |  $ 1,861.31  |
| Online | 7/29/2022 | Erich Kroh (Salary) |  $ 164.51  |
| Online | 7/29/2022 | Greg Kuil (Salary) |  $ 306.87  |
| Online | 7/29/2022 | Corrine Mees (Salary) |  $ 290.25  |
| Online | 7/29/2022 | Shirley Ryberg (Salary) |  $ 1,040.94  |
| Online | 7/29/2022 | Missy Turcotte (Salary) |  $ 1,466.79  |
| Online | 7/29/2022 | Dan Reis (Salary) |  $ 184.70  |
| Online | 7/29/2022 | Randy Strom (Salary) |  $ 184.70  |
| Online | 7/29/2022 | Katie Schnaible (Salary) |  $ 369.40  |
| Online | 7/29/2022 | Payroll Taxes |  $ 5,102.36  |
| Online | 7/29/2022 | ND PERS (Deferred Comp.) |  $ 25.00  |
| Online | 7/29/2022 | ND PERS |  $ 108.38  |
|  |  | **TOTAL** |  **$ 65,784.18**  |

**Business Manager –** Motion by Jasmine Schnaible, second by Randy Strom, to accept the Business Manager’s proposal to continue the business manager duties on Quick Books at a monthly salary. Motion carried.

**Back to School Picnic –** August 22, 2022 – 5:30 pm to 7:30 pm.

**Playground and Parking Lot Maintenance –** Motion by Dan Reis, second by Jasmine Schnaible, to proceed with the playground and parking lot maintenance. Motion carried.

**Hourly Employees –** Motion by Jasmine Schnaible, second by Randy Strom, to increase the hourly employee’s salary by 3.5%. Motion carried.

**Board E-Mails –** Jasmine Schnaible checked with 701 Studio regarding board e-mails.

**Recorder –** Motion by Coty Sicble, second by Dan Reis, to reimburse Jasmine Schnaible $110 for the purchase of a recorder. Motion carried.

**Adjourn -**  Motion by Jasmine Schnaible, second by Randy Strom, to adjourn the meeting. Motion carried.

A special meeting will be held to discuss principal applicants/options and the lunch program and supplies on August 23, 2022, at 5:30 pm.

The next regular meeting will be held on September 13, 2022, at 5:30 pm.

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President Business Manager

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Date