

## **APPLE CREEK SCHOOL DISTRICT**

**May 12, 2025**

**5:30 PM**

The meeting was called to order by President Coty Sicble. Dan Reis, Terry Woehl, Randy Strom, Troy Miller, Emily Brenno, Catie Rowe, and members of the District were present.

**Approval of Agenda** - Motion by Jasmine Schnaible, seconded by Dan Reis, to approve the agenda. Motion carried.

**Approval of April 8<sup>th</sup> Minutes** – Motion by Dan Reis, seconded by Terry Woehl, to approve minutes. Motion carried.

**Approval of April 12<sup>th</sup> Special Meeting Minutes** – Motion by Terry Woehl, seconded by Dan Reis, to approve minutes. Motion carried.

### **Principal Report**

- **Election** - Election date is June 3 from 11 am to 7 pm in the 3<sup>rd</sup> grade room in main building. Motion by Jasmine Schnaible, seconded by Dan Reis, to confirm election date, time, and location. Motion carried.
- **Non-Tuition Agreement** – We have 2 students that have transferred to Hazelton mid-year. We have a non-tuition agreement with them for these students. Motion by Dan Reis, seconded by Terry Woehl, to approve the non-tuition agreement. Motion carried.
- **26-27 Calendar year open enrollment** – Same students with non-tuition agreement have submitted open enrollment papers for the school year starting in 2026-2027. Motion by Jasmine Schnaible, seconded by Dan Reis, to approve the open enrollment applications. Motion carried.
- **Summer School** - 2 kids from Menoken would like to attend our summer school. Motion by Dan Reis, seconded by Randy Strom, to approve Menoken kids attending our summer school. Motion carried.

### **Personnel/HR**

- Contracts for Administration and Business Manager. 1-year contracts, BM 67,000/year and increase in insurance percentage paid by board, Principal 69,000/year, and Assistant Principal 27,000/year. Motion by Randy Strom, seconded by Dan Reis, to approve contracts for Admin and BM. Motion carried.
- Support Staff – longest employed staff increase to \$27 starting school year 2025-2026. Newer staff will increase to \$26 at the start of the new year and then to \$27 at their one-year anniversary. Motion by Randy Strom, seconded by Dan Reis, to approve school support staff raises. Motion carried.

**Business Manager** – Motion by Coty Sicble, seconded by Jasmine Schnaible, to approve the April Bills. Motion carried.

Motion by Jasmine Schnaible, seconded by Randy Strom, to approve the April Financial Report. Motion carried.

**PTO** – Water Day moved up a week because of weather, donations for end of year picnic, and kuchen fundraiser update.

**Township** – Discussed township board meeting.

### **Building, Maintenance, and Insurance**

- Discussion on hours needed for nightly cleaning. Motion by Dan Reis, seconded by Terry Woehl, to increase the cleaning hours for janitorial services to 25 hours a week and not exceeding 30 hours a week during the school year. Motion carried.

- Summer Cleaning – Motion by Dan Reis, seconded by Terry Woehl, to increase summer janitorial hours to a maximum of 60 hours per week. Motion carried.

**Technology** – Still working on updating website.

**Policy Report** – First reading on policies. Motion by Jasmine Schnaible, seconded by Randy Strom, to approve first reading on policies. Motion carried.

**APRIL EXPENDITURES**

17733	1-Apr	Troy Miller			146.2
Online	1-Apr	BCBS			3737.68
Online	1-Apr	CEC			881
Online	2-Apr	ND PERS			2820.13
Online	2-Apr	TransTrash			213
17734	7-Apr	Harlows			900
17735	7-Apr	Sunrise Delivery			180
17736	7-Apr	Vestis			681.93
17737	7-Apr	Nicole Gustafson			28.59
17738	7-Apr	Burleigh Co Special Ed			38197
17739	7-Apr	Fireside			59.95
17740	7-Apr	VOID			
Online	7-Apr	SCWD			91.67
Online	8-Apr	Delta Dental			135.9
17741	11-Apr	CRAM			475
Online	14-Apr	Payroll			24838.98
Online	15-Apr	Payroll Taxes			7943.7
Online	16-Apr	AFLAC			486.98
Online	16-Apr	JP Morgan			3246.74
Online	21-Apr	BEK			838.09
17742	23-Apr	Kara Lawler			64.64
17743	23-Apr	ND Association of Business Managers			50
17744	23-Apr	Jason Richter			300
17745	23-Apr	Dacotah Paper			939.64
17746	23-Apr	Tanya Haase			82.17
17747	23-Apr	By the Batch			5100
Online	23-Apr	Payroll Taxes			66.99
Online	24-Apr	ND Tax			916
17748	25-Apr	Sunrise Delivery			143
17749	25-Apr	Art from the Heart			705
17750	30-Apr	Coty Sicble			184.7
17751	30-Apr	Jasmine Schnaible			184.7
Online	30-Apr	Payroll			24105.37

Online	30-Apr	Payroll Taxes			7957.64
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\$126,702.39

**APRIL REVENUES**

Auditor (Property Tax Levy)	\$ 75239.92
Auditor (High School Levy)	\$ 16629.26
Auditor (Miscellaneous Fund Levy)	\$ 0.00
Auditor (Special Reserve Fund Levy)	\$ 2332.81
Tuition from other LEAS	\$ 0.00
Title II	\$ 0.00
April Aid Payment	\$ 0.00
Checking Account Interest	\$ 2,618.05
Burleigh Co Special Ed	\$ 0.00
Student Council	\$ 0.00
Apple Creek PTO	\$ 0.00
Misc	\$ 611.76
Before School Funds	\$ 0.00
After School Funds	\$ 0.00
Hot Lunch	\$ 48.67
Milk	\$ 312.93
	<b>\$ 97,793.40</b>

The next regular meeting will be held on June 9, at 5:30 pm.

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Coty Sicble, President

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Caitlin Rowe, Business Manager

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Date