LEGALS

WILTON PUBLIC SCHOOL DISTRICT #1
WILTON HIGH SCHOOL CAFETERIA
OCTOBER 22, 2025
6:00 PM REGULAR MEETING

Call to order / Pledge of Allegiance: The School Board meeting was called to order at 6:00pm. Board Members in attendance Kylee Schuh, Jesse Biesterfeld, Jason Gregoryk, Troy Speten, and Jessica Oswald, Superintendent Andrew Jordan, Business Manager Jenna Kirchmeier, Principals Cori Hilzendeger and Macy Wood, and Athletic Director Trevor Yetterboe.

I. Approval of Agenda Gregoryk/Schuh moved to approve the agenda with the addition of New Business H. Van. All in favor. Motion carried.

II. Approval of Consent Agenda Schuh/Gregoryk moved to approve the consent agenda with noted revisions to the September 17, 2025 Tax Levy Meeting minutes. Roll call vote: Schuh - yes, Biesterfeld - yes, Gregoryk - yes, Speten - yes, Oswald - yes. Motion carried.

A. Approval of Minutes

September 17, 2025 Tax Levy Meeting

September 17, 2025 Regular Board Meeting

October 3, 2025 Governance Committee Meeting

October 14, 2025 Communications Committee Meeting

October 15, 2025 Special Board Meeting

B. Presentation of Bills ADMIN PARTNERS 120.00; ADVANCED BUSINESS METHODS 1,125.32; AFLAC DENTAL AND VISION 3,943.54; AFLAC1,000.83; AMAZON.COM 3,248.81; AVID 8,349.00; BEK COMMUNICATIONS 1,067.81 BENDER, VICKY 15.60; BERNARD FOOD INDUSTRIES, INC 336.56; BPS CAREER ACADEMY 1,289.81; BUECHELE, CORNELIA 76.93; BURLIEGH COUNTY AUDITOR 177.36; CAPITAL CITY RESTAURANT 2,985.00; CENTER-STANTON PUBLIC SCHOOL 50.00; CENTRAL REGIONAL EDUCATION 2,397.80; CHARBONNEAU, DUSTEN 145.00; CITI CARDS 610.75; CITY OF WILTON 3,735.51; CONSOLIDATED CONSTRUCTION CO. 982,608.84; CRIMINAL RECORDS SECTION 40.00; D&E SUPPLY CO 1,038.96; DACOTAH PAPER CO 2,462.63; DISTRICT 5 FCCLA 70.00; ECKROTH MUSIC 65.19; EDUCATIONAL AND COMMUNITY SUPPORTS 400.00; FARMER'S UNION OIL CO 5,139.36; FARMERS UNION INSURANCE ASSOCIATION 2,601.00; FOLLETT SOFTWARE, LLC 1,223.88; GREAT WESTERN NETWORK 27,800.00; GROUP TRAVEL PLANNERS 18,900.00; HARLOW'S BUS SALES INC 12,415.06; HAUGEN, KAITLIN 38.25; HAZEN HIGH SCHOOL 175.00; HERZOG, STACY 163.28; HEWITT, KAYLA 205.00;HORACE MANN COMPANIES 39.90; HUTZENBILER, EMILY 300.00; IXL LEARNING 4,950.00; J.W. PEPPER & SON INC 255.42; JPMORGAN CHASE BANK 8,302.77; KEELY'S CLEANING CREW 8,970.00; KIDDER COUNTY SCHOOL DISTRICT 300.00; Kindschi, Kathy 615.00; KNUTSON, AMANDA 800.00;LABORE, HENRY 200.00; LAUSCH, TRACY 24.00; MARCO TECHNOLOGIES, LLC 1,635.50; MARCO 3,395.30; MENARD'S 2,754.13; MIDWEST DOORS 585.00; MIDWEST PLAYSCAPES INC. 2,579.95; MIDWEST SPORTS 3,066.60; MIGHTY MISSOURI COFFEE CO. LLC 136.00; MONTANA DAKOTA UTILITIES CO. 263.94; ND CENTER FOR DISTANCE EDUCATION 458.00; ND DEPT OF PUBLIC INSTRUCTION 3,590.43; ND SCHOOL BOARDS ASSOCIATION 1,350.00; NDCEL 2,245.00; NDFFA ASSOCIATION 1,545.00; NDPERS 8,207.36; NDSU CHALLEY SCHOOL OF MUSIC 400.00; NDUC GROUP ACCOUNT 406.61; NEW ENGLAND PUBLIC SCHOOL 250.00; NEW SALEM-ALMONT ATHLETICS 50.00; NORDAK NORTH PUBLICATIONS 247.89; NORTH DAKOTA SMALL ORGANIZED 360.00; NORTH DAKOTA UNITED 1,571.24; ONLINE DAKOTA INFORMATION NETWORK 146.27; OTTER TAIL POWER CO 2,818.78; PEARCE DURICK PLLC 783.75; PEARSONS GREEN ACRE MEATS 2,814.50; PREBLE MEDICAL SERVICES 180.00; PUKLICH CHEVROLET 4,365.86; QUILL CORPORATION 694.86; RAFTER ELECTRIC LLC 354.60; RATH & MEHRER 9,500.00; REGION VII SPEECH/MUSIC/DRAMA 435.00; RISTY, EMILY 2,450.60;

SANFORD HEALTH PLAN 28,287.89; SARDELI, KATHY 325.40; SCHAUER, PAUL 345.60; SCHMIDT, CHRIS 205.00; SCHOOL NUTRITION ASSOCIATION 57.25; SEIME, REBECCA 720.00; SIMMONS, TIM 240.00; SPELHAUG, CARISSA 171.89; STEIN'S, INC. 6,260.94; STINGER, SAVANNAH 145.00; SYSCO NORTH DAKOTA 9,012.47; THOMPSON, BRETT 469.77; TRAFERA LLC 6,260.00; TURTLE LAKE-MERCER PUBLIC SCHOOL 100.00; UNION BANK, THE 25.00; VANDERWAL, SHEILA 60.81; VISA 279.51 WAL-MART / CAPITAL ONE 75.72, WANNER, HAILEY 25.03, WEISGARBER, HEIDI 97.18,

WILTON PUBLIC SCHOOL WW COOP 170,103.21

C. Financial Reports

General Fund - Revenue $667,472.18, Expenditures $558,190.46, Balance $1,701,377.35

Special Reserve Fund - Revenue $144.69, Expenditures $0, Balance $103,547.61

Building Fund - Revenue $991,423.18, Expenditures $985,292.84, Balance $562,720.88

Hot Lunch Fund - Revenue $12,766.63, Expenditures $12,263.71, Balance $44,007.19

Co-Curricular Fund - Revenue $23,003.87, Expenditures $26,098.69, Balance $193,093.99

Coop Fund - Revenue $179,454.25, Expenditures $12,801.44, Balance $183,697.06

Sinking and Interest Fund - Revenue $2,013.24, Expenditures $0, Balance $263.303.31

D. Approval of Governance Policy Review

a. GP 3-4 E. Administrative Policies Updated

FBA- Student Fees

FCAA- Accommodating Students with Allergies and Special Dietary Needs

GACB- Patriotic Exercises

BBA- School Board Elections and Terms of Office

AACA- Section 504 of the Rehabilitation Act of 1973 Policy

FDE- Education of Special Education Students/Students With Disabilities

ABBDA- Political Activities

DDCA- Political Leave

DE- Staff Code of Conduct

III. Public Comment

IV. Standing Reports

A. Athletics/Activities Report - gave an update on the Southern McLean Coop Agreement.

B. Principals Report - The district moved into the new wing on Friday, October 3rd, with the support of teachers, staff, and several student volunteers. Staff and students are settling in, and as punch list items are completed, comfort and use of the space continue to improve. The new addition provides an excellent learning environment, and everyone is excited for full completion and the opportunity to add personal touches. Parent-Teacher Conferences were held on Mondays, October 13th and 20th. Attendance numbers were not available at the time of this report. Teacher and support staff 1:1 meetings have been completed across the building. NDA+ results have been received, and administrators are participating in webinar training to interpret the data in preparation for review with teachers. A report to stakeholders is being planned. The district has partnered with Youthworks in Bismarck through a CREA initiative called "Connected Communities," which supports identified at-risk students through community and school-based mentoring. The sensory room is now operational and provides excellent space for students to meet sensory needs. The Administrative Team attended the NDCEL Conference over the 4-day weekend, participating in valuable sessions and networking opportunities. The first "Miner of the Month" celebration was held, with the Student Council taking the lead on organizing the event. The Wilton Fire Department visited and presented to all PK-4 students in recognition of Fire Safety Month, with junior firefighter Harper Clausen assisting in the presentation. McLean County elementary and secondary principals continue to meet regularly to collaborate and problem-solve. The CTE Advisory Board met on October 13th, and the FAFSA and State Scholarship meeting was held on October 20th. October is College Application Month—nearly all current seniors have applied to or been accepted at college. The "College Lingo Bingo" event was held for MS/HS students, hosted by the HS AVID class in partnership with the school counselor. The October Family Engagement Night will take place on October 23rd from 6:45–7:45 p.m., featuring a "Cyber Security Night Escape Room." The Fall Title I Parent Meeting was also held this month.

C. Superintendent Report - Superintendent Jordan is currently organizing members for the Early Out/Calendar Committee and has a preliminary agenda prepared. The goal is to hold the first meeting in early November, with three to four meetings scheduled before Christmas. Updates on the committee's progress will be included in Superintendent Jordan's weekly updates. The Veteran's Day Ceremony is scheduled for the morning of Thursday, November 6th, and will take place in the gymnasium. The planning committee will meet in November prior to the next board meeting to finalize details. November surveys will be distributed for BSR 3 and SE 4 and 5. Superintendent Jordan will include SE descriptions with the surveys. Superintendent Jordan and the building principals will review Stakeholder Engagement during the November board meeting.

V. Committee Reports

A. School Board Committees -

Governance Committee Meeting - This committee met on October 3, 2025.

Communications Committee Meeting - This committee met on October 14, 2025. The updated Southern McLean co-op agreement will be signed by the committee board members.

B. Building Level Committees - Nothing to report

VI. Unfinished Business

A. Building Project Update- Superintendent Jordan provided the latest update on the building project. The punch list remains ongoing, with a significant number of items still to be addressed. In the elementary boiler room, the gas water heater is not venting correctly. Two potential solutions were discussed: Replace the gas water heater with an electric unit and repurpose the existing gas water heater as a holding tank or install an air handler in the room if the gas water heater is to remain in use. It was suggested that a carbon monoxide detector be purchases in the meantime.

B. Redwood- Superintendent Jordan provided an update on his findings regarding the Redwood building. Water service is currently shut off at the building but could be reconnected if needed. Ottertail reported there would be no cost unless an electrician is required to perform additional work. Travis Greff was asked by Superintendent Jordan if he would look at the HVAC system and determine whether it would be possible to heat only portions of the building. The fire suppressant system is connected throughout the entire facility; depending on code requirements, this may necessitate maintaining heat in all areas above freezing. Each room is individually wired and electric. The basement has visible mold on one wall, which will need to be remediated. The district will continue exploring the possibility of using the building for a food pantry, with the intent to avoid any cost to the school. Utilities would remain the responsibility of the organization using the space, along with a small usage fee, and proof of insurance would be required and a memorandum of understanding in place.

VII. New Business

A. Social Work Reporting- Principal Wood spoke on the new requirements for reporting. The Central Dakota Human Service Zone has created a child safety liaison work group. This work group needs to meet twice a year and then report to the Human Service Zone board, and the principals would report to the school board. Principal Wood shared what was discussed and what is expected of this work group.

B. Portable- Superintendent Jordan led a discussion regarding the portable classrooms. The School Board agreed to move forward with selling the units. Superintendent Jordan will prepare a bid package, which will be open for two weeks, with a bid opening scheduled for November 19th.

C. Use of Commons Space- Superintendent Jordan initiated a discussion regarding the use of the commons space by outside groups. The School Board determined that the commons may not be used for non-sporting events; for example, wrestling would not be permitted. Groups wishing to use the space must complete a "Request Permission to Use Building/Premises" form.

D. 2024-2025 School Audit- Business Manager Kirchmeier went over the audit for 2024-2025 school year. Gregoryk/Biesterfeld moved to approve the 2024-2025 school audit as presented. Roll call vote: Schuh - yes, Biesterfeld - yes, Gregoryk - yes, Speten - yes, Oswald - yes. Motion carried.

E. Bismarck Sign Company Quote- The quote for 3 large signs is $6,202.62. Superintendent Jordan presented them at the meeting. Gregoryk/Biesterfeld moved to approve the Bismarck Sign Company bid for wall art as presented. Roll call vote: Schuh - yes, Biesterfeld - yes, Gregoryk - yes, Speten - yes, Oswald - yes. Motion carried.

F. Superintendent Fall Evaluation- President Oswald went through Superintendent Jordan's fall evaluation. Gregoryk/Speten moved to approve Superintendent Jordan's fall evaluation as satisfactory. Roll call vote: Schuh - yes, Biesterfeld - yes, Gregoryk - yes, Speten - yes, Oswald - yes. Motion carried.

G. Open Enrollments- Superintendent Jordan went through two open enrollments with the board. Gregoryk/Biesterfeld moved to approve the open enrollment for an 8th grader from the Berglind family for the 2025-2026 school year. Roll call vote: Schuh - yes, Biesterfeld - yes, Gregoryk - yes, Speten - yes, Oswald - yes. Motion carried.

Gregoryk/Biesterfeld moved to approve the open enrollment for a Sophomore from the Kalloff family for the 2025-2026 school year. Roll call vote: Schuh - yes, Biesterfeld - yes, Gregoryk - yes, Speten - yes, Oswald - yes. Motion carried.

H. Van - Dylan Herner from Capital City Motor Worx approached Superintendent Jordan regarding a 2016 10 passenger van with 36,000 miles for $22,900.00. We would trade in our 2009 van. Gregoryk/Biesterfeld moved to approve the purchase of the 2016 van as long as it does not exceed $25,000, it appears mechanically sound, fits in the garage and the trace of the 2009 van is accepted by the dealership. The school board would like Superintendent Jordan to check on an extended warranty. Roll call vote: Schuh - yes, Biesterfeld - yes, Gregoryk - yes, Speten - yes, Oswald - yes. Motion carried.

VIII. Other Items - Jessica Oswald suggested hosting a breakfast or similar event with the School Board to provide an opportunity for staff and School Board members to build relationships outside of negotiations. This idea was shared for consideration and discussion at a future date.

IX. Announcements-

X. Next Meeting- Wednesday, November 19th, 6pm

XI. Adjournment - 8:10pm

Business Manager

(11-27-25)