

Mandaree School Special School Board Meeting Minutes
Mandaree Board Room
February 20, 2025 at 5:00 PM

School Board President calls meeting to order at 5:18 PM

Roll Call: Delaine Clairmont, Elton Spotted Horse
Absent: Roseann Johnson, Brad Sage
Zoom: School Board President Bradfield and Matthew Laughlin, Audit Partner with Brady Martz
Others in Attendance: Superintendent Serna, Kent Anderson

School Board President Bradfield offers pledge of allegiance

Adoption of the agenda: Motion by Clairmont, 2nd by Spotted Horse, passed unanimous

Mr. Sage joined the meeting via Zoom.

- FY 23 Audit Presentation** – Matthew Laughlin from Brady Martz presented the FY23 audit report to the board including required disclosures to the board. A hard copy of the audit report had been distributed to each board member which Mr. Laughlin referred to throughout his presentation. Some discussion was had amongst the board concerning a couple audit findings, specifically the findings related to inventory and food service counts. In response to the inventory finding Business Manager Anderson indicated that a physical inventory was scheduled to take place in June of this year. For the finding related to food service counts, discussion was had about possibly implementing an automated process for gathering meal count information vs. food service manager having to manually gather this data and maintain paper files.

Administration to research options. **Motion to approve FY23 financial audit made by Clairmont, 2nd by Sage. Voted unanimous to approve.**

- Board’s Notice of Intent to Consider Petition for Recognition Representative Organization:** Business Manager Anderson reported to the board that at the last board meeting, a step was skipped in the process and before recognizing the representative organization there first needs to be a notice of intent to consider a petition posted. The petition was presented at the last board meeting and Business Manager Anderson is requesting approval to post the petition in the front lobby. **Motion to allow for petition to be posted for recognition of representative organization made by Spotted Horse, 2nd by Clairmont, voted unanimous to approve.**

Adjournment: Motion to adjourn at 5:56 PM by Clairmont, 2nd by Johnson. Motion passed unanimous.

Signed by,

Kelly Bradfield, School Board President
Kent Anderson, Business Manager

Mandaree School Special School Board Meeting Minutes
Mandaree Board Room
February 27, 2025 at 9:00 AM

School Board President calls meeting to order at 9:14 PAM

Roll Call: RoseAnn Johnson, Elton Spotted Horse, Delaine Clairmont, Brad Sage, Kelly Bradfield
Others in Attendance: Superintendent Serna, Josephine Espino, Dawn Stroh

School Board President Bradfield offers pledge of allegiance

Adoption of the agenda: Motion by Johnson, 2nd by Clairmont, passed unanimous

- Superintendent/HS Principal Evaluation** – Board President Bradfield directed board members to superintendent evaluation forms that had been distributed and then asked Mr. Serna to proceed with his presentation related to his job responsibilities and performance.

Motion by Clairmont stating that the school board is using the North Dakota School Board’s Association Superintendent Evaluation tool including high school principal, 2nd by Spotted Horse, passed unanimous.
Board President then walked board through items within the evaluation tool:

- GOAL AND VISION SETTING:** Motion by Sage, 2nd by Spotted Horse for unsatisfactory rating for this section. Voted unanimous to approve.
- BOARD RELATIONS:** Motion by Sage, 2nd by Clairmont for satisfactory rating for this section. Voted unanimous to approve.
- HUMAN RESOURCE MANAGEMENT:** Motion by Sage, 2nd by Clairmont for unsatisfactory on this section. Voted unanimous to approve.
- CURRICULUM AND STUDENT SUPPORT SERVICES:** Motion by Spotted Horse, 2nd by Johnson for unsatisfactory on this section. Voted unanimous to approve.
- COMMUNITY RELATIONS:** Motion by Sage, 2nd by Johnson for satisfactory on this section. Voted unanimous to approve.
- OPERATIONS AND RESOURCES**

MANAGEMENT: Motion by Sage, 2nd by Spotted Horse for satisfactory on this section. Voted unanimous to approve.

Board President Bradfield summarized results as three sections being satisfactory and three sections unsatisfactory.

Motion by Spotted Horse, 2nd by Clairmont to declare superintendent’s 2024-2025 overall evaluation as unsatisfactory with recommendation for improvement plan under the advisement of legal counsel.

Voted unanimous to approve.

Adjournment: Motion to adjourn at 11:03 AM by Johnson, 2nd by Spotted Horse, motion passed unanimous.

Signed by,

Kelly Bradfield, School Board President

Kent Anderson, Business Manager

Mandaree Special School Board Meeting Minutes
Mandaree Board Room
March 7, 2025 at 4:00 PM

School Board President calls meeting to order at 4:06 PM

Roll Call: Rose Ann Johnson, Elton Spotted Horse, Delaine Clairmont, Brad Sage, Kelly Bradfield

Others in attendance: Superintendent Serna, Kent Anderson, Greg Sherwood, Dawn Stroh, Nayeli Bull Head, Emberly Young Bear, Kaedyn Mason, Stan McCormick, Moziz McCormick, Jocelyn Grady, Nancy Montclair, Nico Calicdan, Alliaz White Owl, KayDyn Bolman, Alayna Walette, Winona Lincoln, Valerie Bull Head, Fern Bull Head, John Jotty, Jeanine Spotted Horse, Polly Chase, Robert Grady Sr., Deriann Flying Horse, Joselito Bojos, Helen Faith Bojos, Silvan Calicdan Jr., Bella Calicdan, James Johnson, Onalee Johnson, Benner White Owl, Brianna Danks, Jerrilane Lincoln, Dakota Schrock, Gerick Vender.

Motion to approve agenda by Johnson, 2nd by Clairmont. Voted unanimous to approve.

School Board President Bradfield offers pledge of allegiance

Adoption of the agenda

Motion by Johnson, 2nd by Sage, passed unanimous
Adjournment: Motion to adjourn to cafeteria for recognition dinner made at 4:25 PM Clairmont, 2nd by Sage, Motion passed unanimous.

Students recognized at recognition dinner:

- McKenzie County Spelling Bee:** Naylie Bull Head, 2nd place
- Mandaree School Spelling Bee:** 8th grade: Avah Mora & Kylee Fox Deane; 7th grade: Jesu Young Bird & Asa Bacon; 6th grade: Nayelli Bull Head & David Cox; 5th grade: Layla Wounded Face & Ezla Baker; 4th grade: Leah American Horse & Britt Lachney
- Science Fair students:** Winona Lincoln, Moziz McCormick, Kambree Bear, Noel Lachney, Javier Hunts Along, Stan McCormick, Kaedyn Mason, Alliaz White Owl, KayDyn Bolman, Moon McKenzie, Logan Sage, Love Hopkins, Charlie Driver, Cora Mann, Morgan Fetting, Alayna Walette, Kaeleigh Fetting, Anabel Mendez, Nico Calicdan, Duane Budreau, Terrell Martinelli, Halsey Hutton, Sophie Yellow Wolf, Jocelyn Grady, Nancy Montclair

Signed by,

Kelly Bradfield, School Board President

Kent Anderson, Business Manager

Mandaree Regular School Board Meeting Minutes
Mandaree Board Room
March 11, 2025 at 5:00 PM

School Board President calls meeting to order at 5:30 PM

Roll Call: Elton Spotted Horse, Kelly Bradfield, Brad Sage

Absent: Delaine Clairmont, RoseAnn Johnson

Zoom: Laurie Elliott

Others in Attendance: Superintendent Serna, Kent Anderson, James Moran, Dawn Stroh, Gregory Sherwood, Candace Sherwood, Brenda Hale

School Board President Bradfield offers pledge of allegiance

Adoption of the agenda. Moved by Spotted Horse, 2nd by Sage,

Discussion: Department head reports to be action items only. Be Legendary, Remove Board Self Evaluation, Remove c, f, I, j

Motion passed unanimous.

Approval of Minutes: February 12, 2025 meeting, motion by Spotted Horse, 2nd by Sage, voted unanimous to approve.

February 20, 2025 meeting, motion by Spotted Horse, 2nd by Sage, voted unanimous to approve.

Approval of bills: Motion to approve total monthly bills of \$125,015.43 by Spotted Horse, 2nd by Sage, voted unanimous to approve.

Department Head Reports:

Board President Bradfield asked Mrs. Stroh and Mr. Sherwood for clarification on the information about lesson plans, specifically whether teachers that are not turning in lesson plans are being monitored. Board President Bradfield asked Ms. Sherwood whether pre-school children are being included in request for reimbursement. Ms. Sherwood responded that they were not. President Bradfield directed Ms. Sherwood

to research whether reimbursement is available. Administration directed to put together a plan on directing FY25 MHA funds that had been received and bring back to the board. Mr. Moran presented his department report to the board and presented bids for the vape detectors. Mr. Moran recommends accepting the bid received from the Computer Store. **Motion to accept the bid from the Computer Store of \$28,494.00 vape detector materials by Spotted Horse, 2nd by Sage.**
Discussion that there will be hardware costs as well and directed Mr. Moran to confirm warranty. Voted unanimous to approve.

Karen Hinch joined the meeting via Zoom.

HR Report: Ms. Jenner’s resignation/retirement letter was presented to the board. **Motion to accept resignation by Sage, 2nd by Spotted Horse. Voted unanimous to approve. Motion to open special education para-professional position starting March 12, 2025 – March 26, 2025 and if no applicants to continue posting. Motion by Spotted Horse, 2nd by Sage, voted unanimous to approve.**

Resignation by FACS teacher by Mr. Razona. **Motion by Sage, 2nd by Spotted Horse to accept resignation. Voted unanimous to approve. Motion to advertise CTE FACS position starting March 12, 2025 – March 26, 2025 and if no applicants to continue posted, motion by Sage, 2nd by Spotted Horse, voted unanimous to approve.**

Resignation by Ms. Hale as McKinney Vento liaison. Ms. Hale addressed the board summarizing various issues involved with her decision to resign. Motion by Spotted Horse to accept Ms. Hale’s resignation. 2nd by Sage. Board President Bradfield indicated she would be following up with legal counsel concerning job description. **Motion and 2nd were rescinded. No action taken.**

Mr. Serna presented his report to the board. Board president directed Mr. Serna to research enrollment documents that are missing per the ISEP Review documentation. Board President recommends to the special education director to implement an internal audit process to make sure special education funding isn’t put at risk.

Be Legendary Training – Deferred to next board meeting

a) Math Goals

b) Attendance Date for Q1-Q3

c) School Board Self-Evaluation

Community Input – None
Items for Discussion and Action:

a) Resignation – Some discussion was had on pay-out of retirement bonus as described in non-certified policies and procedures. **Business Manager to research options and report back to the board.**

b) Home-school Liaison – Discussion took place during HR report.

c) Executive Order for Tribal Consultant – Informational only

d) Negotiations – Step 5: “The School Board has investigated the petition filed by the Mandaree Education Association requesting that the association be recognized as the representative organization for the negotiating unit and has determined that the Education Association does represent a majority of the teachers within the unit. The Board recognizes the Mandaree Education Association as the representative organization for a minimum of one year beginning July 1, 2025”. **Motion by Sage, 2nd by Spotted Horse. Voted unanimous to approve.**

e) Discussion on Pay Remedy – **Motion by Spotted Horse, 2nd by Sage for adjustment pay as presented. Voted unanimous to approve.**

f) BIE ISEP Audit Findings – Informational only

g) BIE McKinney – Policies **Motion to approve first reading by Sage, 2nd by Spotted Horse, voted unanimous to approve.**

h) Comprehensive Needs Assessment – Cognia - **Motion to approve Cognia’s statement of work to replace Ed Direction at a total cost of \$37,600 made by Sage, 2nd by Spotted Horse, voted unanimous to approve.**

i) Student Open Enrollment to other districts - **Motion to approve kindergarten student open enrollment form by Sage, 2nd by Spotted Horse, voted unanimous to approve. Motion to approve open enrollment for 4th grader by Sage, 2nd by Spotted Horse, voted unanimous to approve.**

j) Student Date Requested – Informational only

k) SY 25-26 School Calendar - **No action taken. Tabled until the next meeting.**

l) Invoices/Orders over \$5,000.00: Sysco invoice #295873339 for \$5,061.56 **Motion by Sage, 2nd by Spotted Horse, voted unanimous to approve. H.A. Thompson invoice #56554 for \$12,395.00 motion by Spotted Horse, 2nd by Sage, voted unanimous to approve.**

m) The scheduled date for the Special Board Meeting is in the week of March 24-28 to finalize BIE 21st Century Grant and Superintendent Improvement Plan meeting on 3/18 at 9 AM.

Adjournment: Motion by Sage to adjourn at 7:02 PM, 2nd by Spotted Horse, voted unanimous to approve.

Signed by,

Kelly Bradfield, School Board President

Kent Anderson, Business Manager

Mandaree School Special School Board Meeting Minutes
Mandaree Board Room
March 18, 2025 at 9:00 AM

School Board President calls meeting to order at 9:02 AM

Roll Call: Delaine Clairmont, RoseAnn Johnson, Kelly Bradfield
Zoom: Brad Sage

Absent: Elton Spotted Horse

Others in Attendance: Dawn Stroh, Karen Hinch (via Zoom)

Mr. Spotted Horse joined the meeting at 9:05 AM
School Board President Bradfield offers pledge of allegiance

Adoption of the agenda: Motion by Johnson, 2nd by Clairmont, passed unanimous

- Extra Duty Pay for Superintendent:** Discussion amongst board members concerning extra duty pay forms submitted by Mr. Serna. **Motion by Spotted Horse to deny extra duty pay forms. 2nd Sage. Voted unanimous to approve motion. Motion by Spotted Horse to approve Superintendent receiving extra duty pay effective today as acting transportation director with compensation of \$75/day and extra duty forms to be turned in bi-weekly to the business office until position is filled or until the end of the school year (May 22), 2nd by Sage. Voted unanimous to approve. Consensus of the board was to give Mr. Serna a directive to delegate the acting technology director responsibilities.**

- SY25-26 Calendar:** Superintendent Serna presented three SY25-26 calendar options to the board for consideration. Discussion amongst board members about various options, specifically version C and moving dates to lengthen spring break by moving it adjacent to Easter Break. Superintendent to make revisions and return for approval once edits have been made.

- ISEP Follow-up and 21st Century:** Superintendent Serna gave a verbal update to the board on these items. Informational only no action taken. **Meeting at 9 AM Wednesday March 26 to review 21st Century Grant application.**

Adjournment: Motion to adjourn at 10:06 AM by Spotted Horse, 2nd by Clairmont. Approved unanimous to approve.

Signed by,

Kelly Bradfield, School Board President

Kent Anderson, Business Manager

Mandaree School Special School Board Meeting Minutes
Mandaree Board Room
March 26, 2025 at 9:00 AM

School Board President calls meeting to order at 9:18 AM

Roll Call: Rose Ann Johnson, Elton Spotted Horse, Delaine Clairmont, Brad Sage, Kelly Bradfield

Zoom: Karen Hinch

Others in Attendance: Superintendent Serna, Josephine Espino

School Board President Bradfield offers pledge of allegiance

Adoption of the agenda: Motion by Johnson, 2nd by Clairmont, passed unanimous

- SY24-25 Calendar Change:** Motion by Spotted Horse to ratify text vote that switched May 9th on current school year calendar switching May 9th to regular school day and March 28th to an enrichment day, 2nd by Sage. Voted unanimous to approve.
- SY25-26 Calendar:** Superintendent Serna presented changes that had been incorporated since the last presentation. **Motion to approve SY25-26 calendar as present by Sage, 2nd by Johnson, voted unanimous to approve.**
- 21st Century Application: Motion by Sage to approve grant application after incorporating edits as discussed, 2nd by Spotted Horse. Voted unanimous to approve.**
- Superintendent Improvement Plan – Motion by Johnson to approve improvement plan with date changes and Board President’s name with Board President to make changes and get signatures from both and file with the business office. 2nd by Sage. Voted unanimous to approve.**
- Bills over \$5,000** – Discussion amongst the board regarding the consensus vote approval by text on March 19 to approve \$7,290.13 for classroom remediation and reconstruction related to science and kindergarten room flooding.

Adjournment: Motion to adjourn at 10:12 AM by Spotted Horse, 2nd by Sage. Motion approved unanimously.

Signed by,

Kelly Bradfield, School Board President

Kent Anderson, Business Manager