

Wishek Public School District No. 19
Board Minutes
Wednesday, September 9, 2026,
Regular Meeting at 6:30 pm
(ITV) Room, Wishek Public School,
Wishek, North Dakota

1. The regular meeting of the Wishek Public School District Board of Education was called to order by President Curtis Meidinger at 6:30 p.m. on Wednesday, September 9, 2026. Board members present were Curtis Meidinger, Rocky Brown, Trina Schilling, Danielle Goebel, and Neil Horner. Also present were Superintendent Shawn Kuntz, High School Principal Renae Brandner, Elementary Principal Joshua Wiest, Athletic Director Phil Weldele, Transportation Coordinator Brent Vetter, Business Manager Bethany Vilhauer, Technology Coordinator Keith Saylor, Teacher Ann Bettenhausen, Teacher Amber Goebel, and community member Alissa Bechtle.

2. Agenda Additions and Approval: No additions were requested. Rocky Brown moved, and Trina Schilling seconded, to approve the agenda as presented. Motion carried unanimously.

3. Public Comment: None.

4. Approve Minutes: Trina Schilling moved, and Danielle Goebel seconded, to approve the August 11, 2026, regular meeting minutes. Motion carried unanimously.

5. Invoices: Danielle Goebel moved, and Neil Horner seconded, to waive the individual reading of the invoices. Motion carried unanimously.

Neil Horner moved, and Rocky Brown seconded, to approve the invoices as presented. Motion carried unanimously.

GENERAL FUND

ADV BUS METH..... 2,446.52
AFLAC..... 1,079.79
BEK..... 298.39
BETTENHAUSEN, A..... 810.00
BCBS..... 30,222.70
BRANDNER, R..... 148.31
CENGAGE LEARN..... 988.94

DFC..... 36.00
CITY OF WISHEK..... 575.20
COLEPAPERS CO..... 116.63
CRABTREE, C..... 221.80
CURTS SERVICE..... 1,779.50
DAKOTA ASSEMBLIES..... 550.00
DELTA DENTAL..... 1,479.76
DUCHSCHERER, C..... 114.80
E & H COMM..... 815.48
FCCU..... 2,628.06
FISCHER, D..... 593.16
FLAAGAN, R..... 114.80
GAME ONE..... 3,070.34
GERRELLS SPORTS..... 1,823.00
GOEHRING, TROY..... 156.40
HARLOW'S BUS SALES..... 92.33
HOUGH MIFF HARCRT..... 4,051.63
JACOB, C..... 247.10
KUNTZ, A..... 184.20
KUNTZ, S..... 1,083.33
LEARNWELL..... 154.50
LIMINEX INC..... 2,768.30
LINDE GAS..... 517.35
LUNA, S..... 114.80
MARC..... 8,703.06
MARTELL'S..... 143.52
MDU..... 2,489.51
MEARS, N..... 114.80
ND BCI..... 40.00
NDCEL..... 2,174.00
ONE GREEN APPLE..... 3,000.00
ODIN..... 2,016.31
PFEIFLE'S..... 1,231.53
RAMSEY SOLUTIONS..... 699.60
REL STAND VISION..... 456.40
SCHMITT, A..... 751.24
SCHOLASTIC..... 571.87
SIMONSON, D..... 57.00
SCH..... 300.00
S CENT PRAIR SPECED..... 27,382.00
SPORTS DECALS..... 260.00
STAN'S..... 16.74
STATE HIST SOCIETY..... 1,300.00
TEAMVIEWER GMBH..... 1,057.03
TMS..... 156.51
TRUE VALUE..... 2,935.73
TWIN CITY ROOFING..... 952.00
TWO TREES TECH..... 1,709.42
VILHAUER, B..... 145.00
WUEST, J..... 506.34
WISHEK HL FUND..... 225.00
WOLFF, J..... 587.00
Fund Total:..... 119,264.73

BUILDING FUND
HOUSE OF GLASS..... 32,560.00
Fund Total:..... 32,560.00

HOT LUNCH FUND
BERNARD FOOD..... 542.82
BCBS..... 1,155.20
CAP CITY RESTAURANT..... 280.75
DELTA DENTAL..... 227.67
MEIDINGER, A..... 145.00
ND DPI..... 915.16
PETE'S DIST..... 1,674.60
REL STAND VISION..... 39.92
STAN'S..... 847.87
U.S. FOODS..... 5,674.92
Fund Total:..... 11,503.91

ACTIVITY FUND
BETTENHAUSEN, A..... 227.47
DACOTAH PAPER..... 335.71
FCCU..... 2,377.95
MISSOULA CHILD THTRE..... 500.00
MORENO, V..... 332.20
STAN'S..... 138.92
TRI-COUNTY EXHIBIT..... 150.00
U.S. FOODS..... 563.56
Fund Total:..... 4,625.81

6. Reports

(a) Technology Report presented by Keith Saylor: The new Promethean interactive displays are operational, and student and staff devices have been distributed. New parts are beginning to be installed on the Promethean boards. Annabelle Moldenhauer and Kari Goldade will assist with technology needs while Keith Saylor is away for the winter.

(b) Policy Committee Report presented by Shawn Kuntz: Several recommended policy updates from the North Dakota School Boards Association (NDSBA) will be reviewed. Updated policies will be brought to the Board after the review is complete. Most district policies are current.

(c) Transportation Report presented by Brent Vetter: There were no major concerns, although two bus breakdowns occurred. One was repaired on the Zeeland route, and Bus 2 had an antifreeze leak in the heater box. The buses have high mileage, and tire wear was discussed, including local options for purchasing and installing new tires. The Board discussed buses that may be sold. Recommended retaining the current buses because they remain useful. The Board also discussed the timeline

for ordering a new bus, the appropriate bus size, and the district's average annual mileage of approximately 15,000 miles per bus. A new bus was quoted at \$124,795 in June 2023.

(d) High School Principal Report presented by Renae Brandner: Kari Goldade has provided significant assistance with the high school implementation of Infinite Campus (IC). The final IC support session was held today. Annabelle Moldenhauer was designated as the primary IC contact, with Joshua Wiest, Bethany Vilhauer, and Kari Goldade also serving as contacts for support. First-grade checks were completed, and Joshua Wiest worked on grading percentages. Renae Brandner completed recertification for the Effective Learning Environments Observation Tool (ELEOT) 3.0 through Cognia. Improvement plans had been entered in the previous platform and are being transferred to the new system with assistance from Arlene Wolff. ELEOT observations and teacher observations will begin soon. Teachers submitted their IXL plans. Juniors completed the Armed Services Vocational Aptitude Battery (ASVAB), and Principal Bootcamp is scheduled for September 15. Joshua Wiest and Renae Brandner also discussed the 31:8 Project and a proposed assembly featuring an Olympic presenter. Stacy Schaeffer is also expected to speak. Sponsors have been contacted, and the tentative date is November 23, before Thanksgiving. Approximately \$7,500 is needed for the assembly.

(e) Elementary Principal Report presented by Joshua Wiest: Teacher In-Service: In addition to reviewing required information, discussed expectations as principal, with an emphasis on student engagement and how he can best support teachers. Staff discussed more intentional professional development and the legacy they want to create. Has been working with the Central Regional Education Association (CREA) representative on a professional development roadmap that can be implemented without paying CREA to present. He noted that hiring CREA for one professional development day could still benefit teachers. Staff also discussed attending CREA's after-school profes-

sional development opportunity on September 25. The Board discussed additional board training and the possibility of a board member attending the NDSBA Convention, which Bethany Vilhauer typically attends. A significant portion of time has been devoted to

implementing Infinite Campus. Although he would prefer to spend more time in classrooms, he recognizes that the implementation work is necessary. Developing parent information and activation instructions for the Infinite Campus Parent Portal to improve access to grades, attendance, schedules, messages, and food service information. The district is also considering whether to outsource the printing of student, staff, and substitute identification cards or purchase an in-house printer. Outsourced cards cost approximately \$1 each. Created an administrator fire-drill protocol and checklist covering staff notification, State Radio communication, alarm procedures, student accountability, and post-drill documentation. Also created a Cognia account to begin tracking data. Must complete ELEOT 3.0 training before conducting observations. Revised the nonteaching staff survey to make it more relevant to employees who are not teachers. All Cognia surveys were distributed by the meeting date. Working with Kalli Scherbenske on a recognition ceremony for an English Learner (ELL) student who officially graduated from the ELL program. The district would like to recognize this significant accomplishment appropriately. Began updating staff education and career-path posters to highlight postsecondary experiences and expose students to a variety of educational and career pathways. The district is exploring a consistent way to improve communication with patrons and parents and make better use of its website. A question was raised about student-first governance and what participation involves. Additional information will be emailed to Board members. Neptune Radio was discussed as a software option for music programming. The system could also provide a potential athletic revenue source by allowing business advertisements and could be used to play music in hallways or during

lunch. It would provide an option when John Kosiak or Joshua Wiest is unavailable to announce lineups or play music. The Board expressed interest, and he will move forward with the program.

(f) Athletic Director Report presented by Phil Weldele: Phil Weldele participated in a Zoom meeting with Arbiter representatives. Arbiter does not allow junior high events to be entered, although middle school events can be entered. The state is considering a transition to Bound, and some districts use Google Calendar for athletic scheduling. The Board discussed past and current scheduling methods and Bound's features. Arbiter does not allow leave times to be entered for athletic events. Any platform change would also require discussion with Ashley Public School. Bound would cost approximately \$1,000 to \$3,000, while Arbiter is purchased by the state. C-Team Tournament: Seven teams will participate in the tournament on Saturday. Football Field Lights: Several lights were out during the first game. Some have been repaired, but additional lights have since gone out. A technician is scheduled to complete repairs. The Board also asked about holding Senior Night on September 18, the final home game in Wishek. Additional planning will be completed. Football Scoreboard: The home-team lights are considerably brighter than the remaining lights. Daktronics advised that the scoreboard is 21 years old and replacement parts are no longer available. A new scoreboard is estimated to cost between \$22,000 and \$25,000. Activity Fees: Most activity fees have been paid, with a limited number of outstanding fees remaining. The district is considering placing automated external defibrillators (AEDs) on activity buses.

(g) Superintendent Report presented by Shawn Kuntz: Open Position: A custodian advertisement will be placed in the next edition of the Wishek Star. Enrollment: Current enrollment is 247, including a few students who have not yet been removed from Infinite Campus. The final consolidated application for federal Title funds has been approved. The administrative team met on Tuesday, September 1, and plans to meet every other week. Building Issues: Heavy

rain and strong winds revealed two areas that tend to leak. Twin City Roofing addressed both areas. The connection between the new shop and the school remains the more troublesome location. The connection between the gym and the hallway has also had minor leaks during the past year. Asked Twin City Roofing to inspect the remaining area that has not been updated in recent years. The company has completed an

initial review and will conduct a further inspection to determine needed repairs. The district has unclaimed insurance proceeds related to last year's water leak in the concession area. The cost of new cabinets, shelving, and repair labor will be submitted for final payment. The fall reporting process has begun. A maintenance process has been established, reported that it is working well. An additional route driver was added to meet the transportation needs of two patrons located far east of the district. This route is typically needed two mornings per week, with occasional after-school trips. Met with Brent Vetter and Keith Saylor to adjust the larger routes and accommodate far-south pickups on the green and red routes. After driving the northeast green route with the far-east pickup, it is determined that the route was too long. Because the district covers a large geographic area, an additional driver may be needed in future years. South Central Transit expressed interest in assuming this responsibility. The Board discussed how routes may continue to lengthen over time. Debbie Goebel has been assisting the new cooks with the transition, particularly with reporting responsibilities. The Board also discussed letters sent to landowners following the Zeeland school closure regarding the district they wish to join.

(h) Business Manager Report presented by Bethany Vilhauer: Workforce Safety and Insurance (WSI): The reporting discrepancy has been resolved. Corrections were made to several pay and deduction codes, and a WSI class override was added. All reporting is now current, and no penalties were assessed. The review and correction process took approximately one and one-half weeks.

Infinite Campus and Meal Eligibility: The free and reduced-price meal module has been established in Infinite Campus. The system has experienced glitches, including meal eligibilities changing without manual updates. Eligibility will be reviewed regularly to ensure students are charged correctly for meals. Staff Benefits: Staff benefit records are being updated, including enrolling new employees and terminating benefits for former employees. Colonial Life enrollment has been successful, and staff members have responded positively to this additional option, which may be less expensive than Aflac. Activity Fund: The Activity Fund is being reconfigured in the accounting system to correct discrepancies and accurately reflect current revenues, expenditures, and balances. The goal is to discontinue the separate spreadsheet and reduce the possibility of missed transactions. The Board will need to consider reimbursing the General Fund from the Activity Fund certificate of deposit (CD) for the previous \$15,000 transfer and transferring an additional amount to Activity Fund checking. Based on last year's activity, the checking account may not remain positive through the end of the school year. Will be reviewing the financial activity and will provide a recommended transfer amount. Local Education Agency (LEA) Financial Report: The final submission deadline is October 26. Audit: The auditor will contact Bethany Vilhauer in a few weeks to schedule an on-site district visit and begin addressing the audit.

7. Old Business
None.

8. New Business

(a) 2026-2027 Budget - The auditors clarified that they will not be responsible for monitoring the district's budget cap. Wind-tower revenue is included in the budget. The Board discussed revenue estimates and how the district's taxable valuation directly affects the current year. The Board also discussed increasing the published budget amount and reviewed health insurance premiums. On average, approximately 80% of the

budget is allocated to salaries, benefits, and payroll taxes, leaving limited flexibility for reductions. Trina Schilling moved, and Rocky Brown seconded, to approve the budget as presented. Motion carried unanimously.

(b) Seventh-Hour Program - The Board discussed concerns that the program could negatively affect the school by encouraging students to enroll in online courses so they can complete custodial work and leave school early. Students participating in the program may leave at approximately 3:00 p.m. with parental permission. Other students have expressed interest in dropping classes to participate in the program and receive the same privilege. The program is a short-term response to the custodial vacancy and will end when a custodian is hired. Participating students must remain current in their classes and complete all assigned work duties before leaving. The Board also discussed adding eligibility requirements to the program.

Trina Schilling moved, and Danielle Goebel seconded, to approve the seventh-hour program as presented. A roll-call vote was taken: Neil Horner - No, Danielle Goebel - Yes, Trina Schilling - Yes, Rocky Brown - Yes, Curtis Meidinger - Yes. Motion carried, 4-1.

(c) Local Education Agency and School Compliance Report Approval - Annual Action Item: Rocky Brown moved, and Trina Schilling seconded, to approve the School Compliance Report as presented. Motion carried unanimously.

9. Next Meeting Date: The next regular meeting will be held on Monday, October 12, 2026, at 7:00 p.m. The Policy Committee will meet at 6:30 p.m.

10. Adjournment: Trina Schilling moved, and Neil Horner seconded, to adjourn the meeting. Motion carried.

The Board meeting adjourned at 8:49 p.m.

Curtis Meidinger, President
Bethany Vilhauer, Business Manager
(Oct. 21, 2026)