

Wilton Public School Wednesday, July 29, 2026 6:00 PM Regular Meeting

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

Approval of Agenda: Schuh/Biesterfeld moved to approve the agenda as presented. Motion carried

Organize of the Board:

Oath of Office - Congratulations to Kerri Benning for being elected to the school board.

Elect Officers -

President- Superintendent Jordan asked for nominations for President of Wilton School Board for the 2026-2027 School year. Schuh/Biesterfeld nominated Jessica Oswald for President. Roll call vote: Oswald abstain, Schuh - yes, Benning - yes, Biesterfeld - yes. Motion carried.

Vice-President- Board President Oswald asked for nominations for Vice-President of Wilton School Board for the 2026-2027 school

year. Biesterfeld/Oswald moved to nominate Kylee Schuh for Vice-President. Roll call vote: Schuh - abstain, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Approval of Consent Agenda: Schuh/Biesterfeld moved to remove item 3C and approve the remaining consent agenda - Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Approval of Minutes

June 22, 2026 Regular Meeting

June 25, 2026 Governance Committee

June 25, 2026 Special Meeting
Presentation of Bills ADMIN PARTNERS 120.00, ADVANCED BUSINESS METHODS 46.76, AFLAC DENTAL AND VISION 2,022.33, AFLAC 1,000.83, AMAZON.COM 1,879.68, API GARAGE DOORS INC 2,961.00, APPTGEY, INC 6,739.69, AVID 4,725.00, BEK COMMUNICATIONS 1,103.10, BISMARCK POWER CENTER 100.00, BROWN INDUSTRIES, INC 79.95, BSN SPORTS LLC 2,184.49, CITI CARDS 181.95, CITY OF WILTON 1,299.49, CORPS OF DISCOVERY 7,500.00, CURRICULUM ASSOCIATES, INC. 188.16, DLB UNITED #7 175.00, FARMER'S UNION OIL CO 13,727.11, FARMERS UNION INSURANCE ASSOCIATION 14,597.00, FRONTLINE TECHNOLOGIES GROUP LLC 4,833.56, G&R CONTROLS, INC 661.82, HARLOW'S BUS SALES INC 2,362.80, HERR, TIM 750.00, HUNTINGTON NATIONAL BANK, THE 71,267.21, I STATE TRUCK CENTER 71,500.00, JPMORGAN CHASE BANK 905.97, LEARNING WITHOUT TEARS 920.70, LINDTECH SERVICES INC. 4,446.00, MARCO 1,635.15, MCCLUSKY- GOODRICH SCHOOL DISTRICT 2,079.00, MENARD'S 279.33, MIDWEST SPORTS 240.50, MONTANA DAKOTA UTILITIES CO. 873.41, NDHSCA 490.00, NDPERS 2,917.17, NDTFFR 111,516.34, NORDAK NORTH PUBLICATIONS 88.80, NORTH DAKOTA UNITED 1,512.70, NORTHERN TROPHY 604.45, OTTER TAIL POWER CO 5,853.86, QUAVERMUSIC.COM, LLC 2,100.00, RAFTER ELECTRIC LLC 2,460.56, RISTY, EMILY 684.18, ROBERT'S FLORAL INC 73.50, SALHUS SEPTIC PUMPING AND PORTABLE 400.00, SANFORD HEALTH PLAN 32,210.00, SCHOOLSTATUS LLC 2,617.23, SOFTWARE UNLIMITED INC. 6,200.00, STEIN'S, INC. 453.66,

SUBJECT TECHNOLOGIES, INC 10,000.00, TRAFERA LLC 4,875.00, UNDERWOOD/WASHBURN CLINIC 100.00, UNION BANK, THE 33,719.84, US POSTAL SERVICE 13.51, VISA 2,539.93, WASHBURN PUBLIC SCHOOL 21,808.34, WILTON PUBLIC SCHOOL 42,000.00, WING PUBLIC SCHOOL 8,049.32, WORKFORCE SAFETY & INS. 2,316.68, ZEELAND PUBLIC SCHOOL 170.00

Removed

Approval of Governance Policy Review

Public Comment no public comment Standing Reports

Athletics/Activities Report - nothing to report

Principals Report - nothing to report Superintendent Report - Back to school night is Tuesday August 18th from 4pm to 6pm. First day of school is Thursday August 20th. NDSBA Conference is October 8th - 9th. NSBA Conference is April 1-4 in Washington D.C. On August 6th Superintendent Jordan and Business Manager Kirchmeier will be attending the NDCEL Bootcamp.

Committee Reports

School Board Committees - nothing to report

Building Level Committees - nothing to report

Unfinished Business

Building Project Update - Superintendent Jordan provided an update on the construction project. He reported that he met with ICON, and Keith completed a site observation report identifying items that remain unfinished. Superintendent Jordan discussed three contingency items, expansion joints, and warranty-related items that were noted in the site observation report. Kylee Schuh also raised concerns regarding cement issues in the back parking lot, as well as grass seeding.

Staffing update 2026-2027 school year - A paraprofessional was hired today, pending background check. The district still needs to hire an

additional paraprofessional, as well as fill the Maintenance and Grounds/Head Custodial position. Board Member Schuh discussed advertising the openings by putting out flyers and posting one in the office window. Board Member Oswald suggested the possibility of offering a sign-on bonus to help attract applicants.

New Business

Official Newspaper- Schuh/Benning moved to recommend the Leader News as the official school newspaper for the 2026-2027 school year. Roll call vote: Biesterfeld - yes, Benning - yes, Schuh - yes, Oswald - yes. Motion carried.

Official Depository- Schuh/Biesterfeld moved to recommend the Union Bank of Wilton be named the official school depository. Roll call vote: Biesterfeld - yes, Benning - yes, Schuh - yes, Oswald - yes. Motion carried.

Code of Ethics, Conduct, and Conflict of Interest Certificate- Board members were asked to sign the Code of Ethics, Conduct, and Conflict of Interest Certificate and verbally state any conflicts for approval. Schuh/Biesterfeld moved to accept the conflict of interest declared by Board Member Jessica Oswald regarding Farmers Union Insurance. Roll call vote: Oswald abstain, Biesterfeld - yes, Benning - yes, Schuh - yes. Motion carried. Biesterfeld/Benning moved to accept the conflict of interest declared by Board Member Kylee Schuh regarding BSC. Schuh - abstain, Biesterfeld - yes, Benning - yes, Oswald - yes. Motion carried. Schuh/Biesterfeld moved to accept the conflict of interest declared by Board Member Kerri Benning regarding NDSU and Underwood Clinic PC. Roll call vote: Biesterfeld - yes, Benning - abstain, Schuh - yes, Oswald - yes. Motion carried.

Sanction Administrator's Involvement in State and National Business- Superintendent Jordan recommended the Board continue to sanction the superintendent involvement in state and national

business. Benning/Biesterfeld moved to sanction the Superintendent involvement in state and national business for the 2026-2027 school year. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Authorized Representative for Federal Programs- Superintendent Jordan recommend the Superintendent be the authorized representative for all Title programs and federal grants.

Schuh/Biesterfeld moved to approve the Superintendent to be the authorized representation for the following federal programs: Title I, Title II, Title III, Title IV, School Food Service, and all other federal grants and programs for the 2026-2027 school year. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Hot Lunch and Breakfast Fees- The USDA provided us with guidance on prices. These are the minimum changes needed for next year. The following changes are Breakfast \$2.40, Lunch \$3.25, Adult Breakfast \$2.85, and Adult Lunch \$4.35. Biesterfeld/Benning moved to approve the proposed lunch and breakfast prices for the 2026-2027 as presented. Roll

call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Athletic Fees- Currently \$25/sport with a cap of \$150 per family. Biesterfeld/Schuh moved to approve the athletic fees at \$30/sport with a cap of \$150 per family for the 2026-2027 school year. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Per Diem Rates- Currently we follow the state rates, which change in January. Superintendent Jordan recommends staying with the state rates. Schuh/Benning moved to approve that we continue using the state per diem rates for the 2026-2027 school year. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Authorize Account Access and Co-Signers of checks- Superintendent Jordan recommends the Board President, Board Vice President and Business Manager be named on all accounts for the Wilton Public School at the Union Bank of Wilton and be named as co-signers for check from the general, special reserve, building, sinking and interest, hot lunch, co-curricular, and co-op funds.

Biesterfeld/Benning moved to name the Board President, Board Vice President and Business Manager on all accounts for the Wilton Public School at the Union Bank of Wilton, and to name them as co-signers for checks from the general, special reserve, sinking and interest, building, hot lunch, co-curricular, and co-op funds. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Committees- President Oswald recommended for the 2026-2027 school year the following committee assignments. Communication - Biesterfeld and Benning, alternate Oswald. Governance - Oswald and Schuh, alternate Speten. Negotiations - Oswald and Benning, alternate Schuh. Planning Schuh and Speten, alternate Biesterfeld.

Call for Pledge of Assets- Schuh/Biesterfeld moved to approve the Pledge of Assets in the amount of \$5,690,000. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Purchasing Limit- Schuh/Benning moved to approve the current purchasing limit of \$6,000 for the 2026-2027 school year. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Annual Financial Report- Business Manager Kirchmeier gave an update on this report.

Schuh/Biesterfeld moved to approve the Annual Financial Report for the 2025-2026 school year as presented. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes.

Motion carried.

Schuh/Benning moved to approve item 3C from the consent agenda after further discussion and fixing of Special Reserve Fund revenue and Building Fund expenditures on the monthly financial summary spreadsheet. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

2026-2027 Preliminary Budget- Superintendent Jordan and Business Manager Kirchmeier went over the draft budget for the 2026-2027 school year. Schuh/Benning moved to approve the preliminary budget for the 2026-2027 school year as presented. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Open Enrollments- Superintendent Jordan reviewed the open enrollment applications.

Biesterfeld/Schuh moved to approve the open enrollment application for the Thomas-Nichols family of twins in 1st grade for the 2026-2027 school year. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Benning/Biesterfeld moved to approve the open enrollment application for the Reindl family of

a senior student for the 2026-2027 school year. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

4-Year-Old Program- Every 2 years the state requires us to do a renewal of our preschool program. Biesterfeld/Benning moved to approve the renewal application for our 4-year-old program. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Football Field- Lisa Jenkins from the Park Board could not attend; she had notes for Athletic Director Yetterboe to discuss with the school board the conditions of the football field for the coming football season. Unfortunately, due to the gopher holes, irrigation issues, and overall condition of the field, it is recommended that no games be held at the Wilton field for the 2026-2027 school year.

Standing Resolution- NDSBA has a standing resolution they want school boards to review.

Schuh/Biesterfeld moved to approve, with no new resolution the NDSBA Standing Resolution as presented. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

Other Items - Superintendent

Jordan is working with Neumiller Auction to hold an online auction. The old Wilton Miners chairs will not listed, as items are grouped and sold in lots. There was discussion regarding inventory located at the bus barn, Redwood, and the school storage room. Superintendent Jordan reported the auction is scheduled to go live on August 26th. The board discussed the bid process for the portable. Biesterfeld/Benning moved to set the minimum bid for the portable on the auction site at \$28,000. Roll call vote: Schuh - yes, Benning - yes, Biesterfeld - yes, Oswald - yes. Motion carried.

The Board Retreat is scheduled for Wednesday, August 12th at 5:15 p.m. Board Member Oswald inquired about the cleaning of buses at the bus barn.

Announcements-

Next Meeting- Wednesday, August 19th at 6pm

Adjournment: President Oswald adjourned the meeting at 8:33pm.

School Board President

Business Manager

(09-24-26)