

LEGALS

WILTON PUBLIC SCHOOL MEETING MINS

04/01/2025 in attendance: Jessica Oswald, Kylee Schuh, Trevor Yetterboe, Mariah Fitterer, Jenna Kirchmeier, and Andrew Jordan. The meeting started at 7:30am to discuss ground rules.

- 1. Negotiations Teams:
 - a. Board Team: Jessica Oswald and Kylee Schuh alternate Jason Gregoryk
 - b. Teacher Team: Mariah Fitterer and Trevor Yetterboe alternate Michaela Greff
- 2. Superintendent and Business Manager Role: Serve as resource people to both board and teacher teams.

- 3. Meeting Dates, Notices and Location:
 - a. Dates & Times: First three meetings will be set for:
 - i. Wednesday April 9 at 3:30pm – Negotiated Agreement
 - ii. Monday April 14 at 5:30pm
 - iii. Monday April 28 at 3:30pm
 - b. Location:
 - i. All negotiation meetings will be held at Wilton Public School
 - c. The first negotiations meeting will be held within 30 days of the board recognizing the representative organization, unless otherwise agreed to by the board and the representative organization.
- 4. Length of Meetings: Meetings will be scheduled for 1 1/2 hours with the option to extend 30 minutes, unless both parties agree to go beyond this time limit.
- 5. Completion Deadline: The parties should also agree on a deadline by which negotiations must be completed. If the parties do not reach agreement by June 30, an impasse exists.

- 6. Caucus: The board negotiations committee and teachers' representatives have a right to caucus, outside of each other's presence. The board or an authorized subcommittee of the board may hold an executive session under section 15.1-16-22 to discuss negotiating strategies. Caucus is included in the allocated time.
- 7. Minutes: The board negotiations committee or business manager shall prepare minutes of the negotiations meeting by the next meeting and subject to both teams' approval before they become official.
- 8. Deadline for Proposals: All proposals must be exchanged in writing.
- 9. Negotiating and Agreeing to Proposals: Such agreements are only tentative until negotiations are complete, and the entire agreement is ratified by both sides or until the Board issues unilateral contracts.

- a. Each group will alternate with preparation of the agenda
- b. As agreement is reached on an item, the language must be initialed and dated by the boards and teachers' chief negotiators.
- c. Any initialed item may only be reopened for amendment by consent of the board negotiations committee and teachers' representatives.
- d. Items that are not agreed upon must be tabled and given reconsideration only after all the other items have been considered.
- 10. Tabled Items: Parties will make a good faith effort to reach agreement on tabled items. If agreement cannot be reached, parties agree to initiate the proceedings for impasse.
- 11. Ratification: Ratification will occur within 14 days after agreement by both parties.

These ground rules are agreed to by both teams on 4/1/2025.

There was discussion on the language change from staff to teachers in the negotiated agreement.

School Board:
Teachers' Education Association:

(05.01.25)

PROCEEDINGS OF WING BOARD OF EQUALIZATION

These minutes subject to approval and/or revision

The Board met at 7:00 pm, April 23, 2025

- Those Present: Hein, Goehring, Dearinger, Snyder, and Allan Vietmeier. Meeting called to order by Mayor Hein.
- Motion to approve Minutes of the 2024 meeting by Goehring 2nd by Dearinger and carried.
- Vietmeier reported that with the new buildings there was an increase of 9.25%, the assessment roll true and full value is \$5,884,000.

- Motion to approve findings 1 & 2 and declare assessment roll for 2025 for the Wing City of Equalized by Goehring, 2nd by Dearinger and carried.
- Motion to adjourn by Dearinger and 2nd by Goehring and carried.
- I hereby certify that the foregoing is a correct transcript of the proceedings of the City Equalization of Wing City Burleigh County, ND.
- In Testimony Whereof, I hereunto set my hand this ___23_day of April 2025
City Auditor/Township Clerk
(05.01.25)

WILTON PUBLIC SCHOOL COMMUNICATIONS COMMITTEE MEETING

4/1/2025 at 10:35am
Communications Committee Meeting

In attendance: Board Members Jesse Biesterfeld and Jason Gregoryk, Superintendent Andrew Jordan, Business Manager Jenna Kirchmeier, and Park Board Representative Jamie Schurhamer.

- 1. Mr. Schurhamer initiated the discussion on the increase in the cost of maintenance at the sports park. The park board is asking that we put forth some money towards maintenance costs, suggested \$2500 per Varsity Sports that utilizes the sports park.
- 2. Mr. Schurhamer is concerned about the lighting on the football field, the costs of redoing all the lights are going to be expensive. With one varsity game scheduled in Wilton each year, the investment does not make sense. Perhaps the field could be used for a JH game when you may not need to use the lights.
- 3. Superintendent Jordan said that since the park board doesn't use our busses for summer recreation sports anymore it's only fair that we put forth a monetary donation. Superintendent Jordan suggested that we have a contract for this and have a dollar amount to "rent" the facility with a suggested amount of \$2500.00. If Wilton hosts a regional/district tournament then we can consider another payment.
- 4. Discussion on the condition of the crow's nest. Board Member Jason Gregoryk suggested the shop class build a new crow's nest. Mr. Schurhamer liked this idea and said they would help as needed with the equipment and pole digging.
- 5. The sound system for the games is not ideal. The equipment used is Mr. Schurhamer's personal equipment. It was suggested that the school invest in a portable sound system.
- 6. The committee and Mr. Schurhamer agreed that one meeting a year would be beneficial.

The Meeting was adjourned at 11:06am
Board President Business Manager
(05.01.25)

WILTON PUBLIC SCHOOL SOUTHERN MCLEAN CO-OP MEETING

4/9/2025
Location of meeting: Washburn Public School Conference Room
6:03pm Meeting was called to order
In attendance: Washburn: Board Members Rick Tweeten, Jeff Kulzer, and Aaron Solomonson, Football Coach Beau Eriksson, Superintendent Dr. Penny Hetletved, Business Manager Kendra Casavant, Athletic Director Keith Jacobson. Wilton: Board Members Jason Gregoryk and Jesse Biesterfeld, Superintendent Andrew Jordan, Business Manager Jenna Kirchmeier, Athletic Director Trevor Yetterboe, Assistant Athletic Director Vicky Bender. Wing: Board Member Amanda Fischer, and Superintendent Cassidy Lyngaas (by phone).

- Agenda:
 - 1. Meal
 - 2. Call to Order
 - 3. Introductions
 - 4. Review of Co-op Meeting Agreement
 - a. Washburn will adjust the document if any changes are made.
 - b. Superintendent Jordan asked about the language on 8. Practices (All Coop Sports): 8b. will be changed to Junior High practice will take place in the same location as the varsity in most situations when applicable
- c. 12. Coaches (football) (All Coop Sports).
- d. 13. Equipment: Business Manager Kirchmeier asked if we could put a budget together for the equipment purchases so she would be able to make sure this is in the Wilton-Wing Coop budget. Assistant Athletic Director stated that in the past Wilton-Wing was billed for track uniforms and never the equipment and asked how these would be inventoried in the event the co-op dissolved these items would need to be split appropriately. Board Member Tweeten spoke on how the co-op came about and how the co-op doesn't need to be nickel and diming all the items each school pays for and how much Washburn has spent on the facility and upkeep. There was not a clear explanation of what would all be included in this area for each school to submit and compare expenses.

- e. 19. Discussion on the Code of Conduct: rules in excess of NDHSAA have been agreed upon. (Washburn Model). Assistant Athletic Director Vicky Bender and Board Member Rick Tweeten spoke on how each school's code of conduct is different. Ms. Bender stated that Wilton-Wing signed Wilton's

Code of Conduct, also that Wing can't fail any classes. Washburn and Wilton can have one failing class. Dr. Penny Hetletved suggested this is visited in a smaller group.

PowerPoint presentation on the following Southern McLean Co-Curricular Sports/Activities: Stating the number of students in each, coaches, and where practices are held.

- 5. Speech
- 6. Golf
- 7. Cross Country
- 8. Track
- 9. Football – Discussion on Wilton's facility and the concerns with the field, bleacher, and lighting. Board Member Rick Tweeten asked the attendees if they have ever walked both fields? He stated that he has and has safety concerns with the uneven ground of Wilton's field, the bleachers being so close to the coaches and players, and the lighting. Board Member Jason Gregoryk and Jesse Biesterfeld spoke about the meeting with the Wilton Park Board and suggestions on some of the improvements they are hoping to make to the facility. Athletic Director Trevor Yetterboe spoke on some improvements that have been done on the field and how he has a plan to continue with improvements. There will be discussions in the future as Athletic Director Keith Jacobson would like to schedule the football games. There

was also discussion on if there will be a Varsity game in Wilton or if there should be JV/JH games in Wilton until the field has improved.

- Business Managers Kirchmeier and Casavant spoke about each school paying their own school coaches due to the added paperwork and payroll reporting that comes with that. It was suggested that each school should pay the same. Business Manager Kirchmeier asked for a copy of Washburn coaching pay schedule.
- 10. Next Meeting – A smaller group will be formed and will fine tune the agreement and bring it back to the full committee. The committee would like to meet at least yearly.
- 11. Adjournment
The Meeting was adjourned at 7:27pm.
Board President Business Manager
(05.01.25)

WILTON PUBLIC SCHOOL NEGOTIATIONS MEETING

4/9/2025 Negotiations Meeting. The meeting began at 3:35pm
Negotiators: Trevor Yetterboe, Mariah Fitterer, Kylee Schuh, Jessica Oswald,
In attendance: Manager Kirchmeier and Superintendent Jordan, Elizabeth Haugen, Emily Hutzenbiler, Rebecca Martinson, Michaela Greff, Alaina Berg, Charles Woock, Colleen McLaughlin, Heidi Leintz, Kimberly Bultema, Heidi Quinn

Documents with suggested changes were exchanged between the WEA negotiators and School Board negotiators. Business Manager Kirchmeier used a copy of both documents for both party negotiators to date and initial by the changes that were approved by both parties and some items were tabled.

- The following items were approved or tabled until future meetings.
Definitions:
 - A. Teacher: Tabled
 - B. Professional Certified Staff: Crossing out not adding
 - C. Education Standards and Practices Board is referred to as ESPB: Approved
 - D. Elementary Double Combinations: Approved
 - E. Double Duty: Tabled
- Cross out The agreement is for the two year biennium from fall 2025 though year ending in 2027. This is due to this being in a different location on

- the document.
 - I. Teacher Employment:
 - A. Teacher Experience Credit: agreed to add word teaching in first sentence. Table the addition of the 2nd sentence.
 - B. Recency of Preparation: agreed to remove this entire section and replace it with Teacher license requirements: All teachers must be licensed in the state of North Dakota as governed by the ESPB. Requirements for licensure and License renewal can be found in North Dakota Administrative Code, Section 67.1-02 and on the ESPB website <https://www.nd.gov/espblicensure>
- 1. All teachers are required to fulfill continuing education and all other requirements as prescribed by ESPB. Failure to maintain a valid license through ESPB may result in contract and employment termination if the issue is not resolved in a time manner.
- 2. (old 2 and suggested new 2. by WEA combined) Each teacher shall be responsible for maintaining current records of semester hours and shall provide the school district business manager with proper verification of college credits earned. All recency of preparation shall be maintained in the teacher's personnel file. All teachers are required to provide copies of new and renewal licenses to the school district business manager.
- 3. Take out word licensing
- C. Credit for Advanced Study: No changes
- D. Critical Fields: Tabled
- E. Class Load: Tabled
- F. Hours of Employment: Tabled
- G. Terms of Contract: Agreed to take off, with 175 student contract days.
- H. Liquidated Damages Schedule: Agreed on name changes, professional staff member and staff member changed to teacher. The rest of the suggested changes by WEA were tabled.

- I. Monthly Salary Payment: Agreed to stay the same.
- J. Elementary Double Combination: Agreed to take out last sentence.
- K. Double Duty: Tabled
- II. Leave Benefits:
 - A. Sick Leave: 2nd paragraph Staff changed to Teacher. 3rd paragraph cross out or professional certified staff, for whatever reason.
 - B. Personal Leave: Tabled
 - C. Funeral Leave: No changes
 - Savings Clause: Agreed to change the word is changed to remains.
- Meeting is adjourned at 5:01pm
WEA Negotiators _School Board Negotiators
Minutes taken by Business Manager
(05.01.25)



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