

BOARD OF EDUCATION MEETING
NORTHERN CASS PUBLIC SCHOOL DISTRICT NO. 97

Northern Cass Library - Rural Hunter, ND
Tuesday, June 10, 2025 – 7:00 AM

Present: Brad Bjerke, Sean Jalbert, Penny Johnson, Travis Moser (via Zoom),
Chris Murch, Todd Olson, Lori Steffes
Paige Carlson – Business Manager
Dr. Cory Steiner – Superintendent

Also present: Crysta Schenck, Elementary Principal; Sam Johnson; Middle School Principal;
Doug Margerum, Secondary Principal; and Terry Baesler

Meeting called to order by President Bjerke.

President Bjerke read the board norms.

Jalbert moved to approve the agenda as presented. Johnson seconded the motion which passed
(Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Murch moved to approve consent agenda for the following: minutes from May 15, 2025 regular
meeting and May 21, 2025, special meeting; General Fund, Activity Fund, Hot Lunch financial
reports for May; Investment Summary; heating and electric reports for May; and General Fund
bills for payment as presented. Olson seconded the motion which passed (Yes: Bjerke, Jalbert,
Johnson, Moser, Murch, Olson, Steffes).

BOARD EDUCATION

Discussion held on the feedback provided on the superintendent hiring process.

Administrative reports presented by Dr. Steiner, Mr. Margerum, Mr. Johnson, and Mrs. Schenck.
Reports are accessible on the Northern Cass School Board website. Mrs. Schenck, Mr. Johnson
and Mr. Margerum shared spring 2025 assessment results and discipline matrix annual reports.

TEACHING, LEARNING, LEARNER ACHIEVEMENT

Dr. Steiner shared updates on the upcoming personalized learning institute.

UNFINISHED BUSINESS

Johnson to approve the second reading of policy FFJ Concussion. Jalbert seconded the motion
which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Discussion was held to review the final version of the superintendent evaluation procedure.
Steffes moved to approve the evaluation form for the 2025-2026 school year. Johnson seconded
the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

NEW BUSINESS

Member Murch shared the Budget and Human Resources committee report. Discussion on
tuition levy and potential utilization for Center for Distance Education costs for courses that are
not provided by a Northern Cass educator.

Jalbert moved to approve the addendum to the 2025-2027 negotiated agreement as proposed by the Northern Cass Education Association related to the delivery of unofficial transcripts. Murch seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Olson moved to approve a transfer of \$60,000 from the Special Reserve Fund to the Student Activity Fund to cover deficit spending related to learner services and \$40,000 from the Special Reserve Fund to the Building Fund to cover deficit spending related to the new bus barn. Jalbert seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Steffes moved to approve the budgeted transfers from the General Fund to the Building Fund (\$220,000), Student Activity Fund (\$75,000) and Food Service Fund (\$70,000). Johnson seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Discussion held on administrative position opening. Johnson moved to post to hire for an Assistant Principal position after the completion of a Job Description. Murch seconded the motion. Discussion held. Motion passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Member Johnson shared the Teaching and Learning committee report.

Johnson moved to recommend Tess J. as the learner board member for the 2025-2026 school year. Olson seconded the motion which passed (Yes: Bjerke, Johnson, Moser, Murch, Olson, Steffes; Abstain: Jalbert).

Murch moved to approve the first reading of policies ABB - School District Organization Plan, ABF - Copyrighted Material & Intellectual Property, BBB - Learner School Board Member, DAB - Definitions for Personnel Policies, DBD - Promotion, DBH - Reduction-in-Force Policy, DBK - Substitute Educators, GACB - Patriotic Exercises, GAC - North Dakota Center for Distance Education (NDCDE). Jalbert seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Dr. Steiner shared the Activities committee report.

Johnson moved to approve the spring 2025 co-curricular contracts as presented. Murch seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Bjerke moved to table the 2024-2025 Transportation Report until June 23, 2025 meeting.

Mr. Bjerke reminded the school board members of the annual school board election to be held on June 10, 2025, from 11 a.m. to 7 p.m. at Northern Cass School.

Murch moved to approve letters of resignation received from S. Johnson and C. Thompson. Steffes seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Jalbert moved to approve certified teaching contracts for the 2025-2026 school year as presented. Olson seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Potential dates to hold a summer school board retreat to be presented on June 23, 2025, meeting.

Murch moved to approve the administrative contracts for the 2025-2026 school year as presented. Jalbert seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Member Olson shared the Building and Grounds committee report.

Johnson moved to authorize the business manager to pay final bills for the 2024-2025 school year. Steffes seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Mr. Bjerke reminded the members of the special board meeting scheduled for June 23, 2025, via Zoom at 7:30 AM to canvas the annual school board election results.

ACKNOWLEDGING GREATNESS

Mr. Bjerke presented Dr. Cory Steiner with a certificate to thank him for his years of experience at Northern Cass

Jalbert moved to adjourned the meeting at 8:35 AM. Johnson seconded the motion which passed on roll call vote.

Brad Bjerke, President

Paige Carlson, Business Manager