

**Rugby Public School District #5**  
**Regular School Board Meeting**  
**Tuesday, February 13, 2024 – 7:00 AM**  
**RHS Library**

**Zoom Meeting Info:**

Click [here](#) to connect **(RECORD)**

**Public Participation at School Board Meetings**

Please review the policies:

[BCBA: Public Participation at Board Meetings](#)

[BCAA: Board Meeting Agenda and Pre-Meeting Preparation](#)

1. Call to Order
2. Voluntary Recitation of the Pledge of Allegiance
3. Confirmation of Agenda
4. Consent Agenda
  - a. Approval of Minutes:
    - i. January 9, 2024 Regular Board Meeting
    - ii. January 24, 2024 School Policy Committee Meeting
  - b. Consideration of Bills
    - i. January Bills Payable
    - ii. January Check Register
  - c. Financials:
    - i. January 2023 Comparison
    - ii. January 2024 Comparison
5. Communications
  - a. Reports
    - i. Elementary Principal's Report - Jason Gullickson
    - ii. Secondary Principal's Report - Jared Blikre
    - iii. Superintendent's Report – Mike McNeff
    - iv. Financial Report - Dawn Hauck
  - b. No Presentations
6. Unfinished Business
  - a. Ely Construction Project Updates
7. New Business
  - a. First Readings

- i. Approval of BCAD: Executive Session
    - ii. Approval of BCAD: Executive Session (E1)
    - iii. Approval of BCAD: Executive Session (E2)
    - iv. Approval of DI (E2)
    - v. Approval of FGA (E4)
  - b. School Calendar Approval
  - c. Superintendent Evaluation Process
  - d. Establish Board Election Date and Polling Place
- 8. Miscellaneous Business
- 9. Adjournment
  - a. Next Meeting - The next regular meeting is scheduled for March 12, 2024

## Narrative for School Board Agenda

To: Rugby School Board Members

From: Mike McNeff, Superintendent

Re: Regular Meeting – February 9, 2024

Date: February 13, 2024

1. Call to Order
  - a. Roll Call – Mrs. Hauck will record members in attendance and guests.
  - b. Instructions to the Board – **“North Dakota Law requires a roll call vote on school board decisions. The Chair will assume a roll call vote on each decision unless there is a “nay” vote.”**
  - c. Welcome to the Audience/Invitation to Participate – **“The board wishes to welcome all students, staff, parents, and community members in attendance at this meeting and thank you for your interest in our schools. Board meetings are meetings held in public but not public meetings. This means that the Board may call upon students, staff, and members of the public to speak at its discretion. The Board will also allow anyone who has requested and received approval to be placed on the board’s agenda today to speak. If you have questions about the process for being placed on the board’s agenda, you may discuss this with the board president or superintendent after the meeting.”**
2. Voluntary Recitation of the Pledge of Allegiance
3. Confirmation of Agenda
4. Consent Agenda – The board chair will read aloud the items listed for approval on the consent agenda and then will ask **“Are there any items requested for removal from the consent agenda at this time?”** Items requested to be removed will be moved to the business section of the agenda and open for further discussion. **“Is there a motion to approve the items listed on the consent agenda? Second?”** Once the motion is seconded, the vote shall take place. There is to be no discussion regarding individual items that are left on the consent agenda.
  - a. Approval of Minutes:
    - i. [January 9, 2024 Regular Board Meeting](#)
    - ii. [January 24, 2024 School Policy Committee Meeting](#)
  - b. Consideration of Bills
    - i. [January Bills Payable](#)
    - ii. [January Check Register](#)

- c. Financials:
  - i. [January 2023 Comparison](#)
  - ii. [January 2024 Comparison](#)
- 5. Communications
  - a. Reports
    - i. Elementary Principal's Report - Jason Gullickson
    - ii. Secondary Principal's Report - Jared Blikre
    - iii. Superintendent's Report – Mike McNeff
    - iv. Financial Report - Dawn Hauck
  - b. No Presentations
- 6. Unfinished Business
  - a. Ely Construction Project Updates
    - i. Mr. McNeff will share updates on the final punch list and plan to complete the remaining items at Ely Elementary School.
- 7. New Business
  - a. First Readings
    - i. Approval of policy BCAD: Executive Session
      - The school policy committee met on January 24, 2024 and recommends the adoption of this policy found in the link below.
      - It is recommended that the board approve the first reading of policy [BCAD: Executive Session](#)
    - ii. Approval of policy BCAD: Executive Session (E1)
      - The school policy committee met on January 24, 2024 and recommends the adoption of this policy found in the link below.
      - It is recommended that the board approve the first reading of policy [BCAD: Executive Session \(E1\)](#)
    - iii. Approval of policy BCAD: Executive Session (E2)
      - The school policy committee met on January 24, 2024 and recommends the adoption of this policy found in the link below.
      - It is recommended that the board approve the first reading of policy [BCAD: Executive Session \(E2\)](#)
    - iv. Approval of policy DI: (E2)
      - The school policy committee met on January 24, 2024 and recommends the adoption of this policy found in the link below.
      - It is recommended that the board approve the first reading of policy [DI \(E2\)](#)
    - v. Approval of policy FGA: (E4)
      - The school policy committee met on January 24, 2024 and recommends the adoption of this policy found in

the link below.

- It is recommended that the board approve the first reading of policy [FGA \(E4\)](#)

b. School Calendar Approval

- i. A School Calendar Committee was created to develop the 2024-2025 School Calendar. This committee was comprised of people interested in creating next year's calendar and included representatives from Ely and the High School. I'll give a brief overview of our discussions. The Committee provided two different options to choose from and this option won with the most votes.

- ii. [2024-2025 School Calendar \(Draft\)](#)

c. Superintendent Evaluation Process

- i. Review Board Regulation for the [Superintendent Evaluation Process](#).
- ii. Mrs. Hauck will provide a link to all school board members for the summative evaluation of Mr. McNeff. The completed evaluation will be brought forward to the March Board Meeting for approval.

d. Establish Board Election Date and Polling Place

- i. It is recommended that the School Board Election be held on June 11, 2024 at Rugby High School. This would require the school board to canvass the election results on Monday, June 24, 2024 at 7:00am.
- ii. [NDSBA Election Calendar](#)

8. Miscellaneous Business

9. Adjournment

- a. Next Meeting - The next regular meeting is scheduled for March 12, 2024

# **School Board Meeting 7:00 AM February 13, 2024 RHS Library**

Where noted, the discussion of some of the above topics may be held in executive session rather than during the portion of the meeting which is open to the public. If this is a regular meeting, additional topics may be discussed. If this is a special or emergency meeting, the governing body's discussion will be limited to the topics and executive session listed above.

Date of Notice: February 9, 2024

Name of Person Preparing Notice: Michael McNeff, Superintendent