

## HOV Superintendent Meeting

November 7, 2018 1:00pm

Michael Bradner (MPCG), Michael O'Brien (Fordville-Lankin), Jeff Larson (Finley-Sharon), John Maus (Thompson), Jeff Bopp (Sheyenne Valley), Paula Suda (Hillsboro), Kevin Rogers (Hatton), Shane Azure (Northwood), Jeremy Brandt (Central Valley), Brad Callendar (Hope-Page), Steve Johnson (Lisbon), Roger Abbe (Midway)

Absent: Barnes County North, Drayton, Larimore, Maple Valley, Minto

Call to Order—Jeff Bopp

Introductions and Roll Call—Any new faces/Update Contact info

Welcome to Brad Callendar, Superintendent for Hope-Page! Please reach out if you have any questions.

Review and Approve Minutes from June 6, 2018

Minutes available via the website for review (also were attached to the email from Misti Wuori). No opposition, minutes approved as is.

Updates from the Consortium Director and/or individual schools

Website transition has been moved off the old platform (server) and onto a much more secure and updated server. URL and design is exactly the same. The one addition is that an area for files has been added so all the agendas, minutes, financial summaries, etc. will be listed there. You won't see any differences, it's just back-end behind the scenes work that has been completed.

Equipment/Tech Needs

Equipment Inventory: Sheena Moe is working on putting together one document with serial numbers and polycom equipment information for EACH school. As units get replaced, have issues, burn out, and as schools have left the consortium, etc. it is easy to lose track of who has what and where it is. This inventory spreadsheet will hopefully alleviate some questions and give us the pertinent information in one location. Sheena may reach out to some schools for updated serial numbers for those of you who have had a unit replaced or received equipment from a leaving school. A draft (once mostly finalized) will be sent to Superintendents once it is finished and can be disseminated to the proper channels for any corrections or mislabeled equipment on the spreadsheet. *Be watching your email for this information that will need to be reviewed by each school to ensure we have correct information.*

Course Needs

No input at this time. Course needs is always something to think about so please discuss with principles or other members of your district so we are meeting your needs.

Starting 2019-2020 HOV Calendar discussions

Roger Abbe has started working on the calendar for next year. He will send a copy of what Grafton has and what he has drafted. Last year we just had draft calendars sent to the listserv. We then took the calendar with the most common days and put it out on the listserv for approval. We will do the 19-20 calendar in the same way. *If you have any draft calendars, please email them out on the listserv and we will compile a master calendar for approval soon.*

#### 2017-2018 Budget review and 2018-2019 budget update—Wuori

Misti sent out the budget information on the listserv yesterday, an excel PDF showing a summary from 17-18. Misti proceeded to give a general breakdown of expenses, etc. wrapping up where things were at last fiscal year. Current (unofficial) balance is \$102,008.91 reflecting that all but one school has paid their annual dues. We will be able to now go ahead and pay out the management contract and the course reimbursements and billing will go out later this month. Overall we are in a decent situation being able to cover expenses fairly well.

Remember, we are down two member schools, so in building up and carrying forward there is going to be a much smaller margin (less \$7,000). Still projected to have a slight revenue at the end of the year.

Approved the 18-19 budget in June, as a refresher.

#### HOV By-laws—Bopp

In the minutes of the June meeting we did have a reading and approval of the bylaws. Consider this the second reading of the bylaws.

#### Other Issues/Concerns

No discussion.

#### Next meeting date and location/delivery options

Wednesday, June 5<sup>th</sup> at 10:00am in Mayville (at MSU)

We will send out this date in an email so that those not attending today are aware of it. If there are conflicts, please let us know. We can set up a Pexip link for those to connect through their computer if anyone is not able to make it physically to the meeting.

The meeting minutes from the June 2018 meeting are available on the website for viewing. You can now find past minutes and other documents from meetings on the HOV-ITV website: <http://www.hovc.k12.nd.us/files.html>