

MINUTES OF THE BOARD OF EDUCATION

Independent School District No. 820

Sebeka, MN 56477

Regular meeting Monday, July 10, 2023

The regular meeting was called to order at 7:00 p.m. with the following members in attendance: Nate Erickson, Kayla Frame, Charles Funk, Rodney Huttunen, Cheri Kangas, Eric Nelson and JoAnn Olson. Also present were Superintendent Dave Kerkvliet; Principal Amie Westberg; Business Manager Holly Paulson; staff members Jerome Meyer and Melissa Koch and Review Messenger Reporter Tim Bloomquist.

Frame moved, Olson seconded to approve the agenda with the following additions: 7.5.7 Resignation of Bus Driver Tony Marthaler, 7.5.8 Resignation of Publicity Director Emily Crabb and 7.5.9 Resignation of Food Service Nutrition Manager Christine Burlingame. Motion carried unanimously.

Business Manager Holly Paulson reported that she has been working on year end processes and setting up for FY24 and preparing for audit week; met with Dawn Wegscheid to go through SPED for FY2023 and completed the 10-year plan for LTFM for board approval.

Superintendent Kerkvliet reported that Mr. Lillquist informed him that due to legislative changes the Warrior mascot name may have to be changed and will work with Menahga to seek an exemption and a football camp will be held on July 20th and 21st with Vikings KJ Osborn.

Principal Westberg reported that she will be meeting with the Elementary Principals Division regarding legislative updates and will be attending a LETRS training the second week of August.

Superintendent Kerkvliet reported on legislative updates and Targeted Services and noted that former student Ben Ranson, who has developed a workshop on music improvisation for different age groups will be coming to do a workshop for summer school students on Monday, June 17th; Custodial Department has been busy getting rooms cleaned and waxed and noted that Jason has completed his Building Operator Certification (BOC) level one training; MSBA's policy that addresses Overdose Medication; will need to fill a regular route bus driver to the resignation of Tony Marthaler; Thad working with WCTA upgrading the phone system; and will be attending a Great Start Cohort for new administrators.

Superintendent Kerkvliet reviewed progress on summer projects and discussed the transition process from band director to superintendent and noted that many things fell into place during the month of June due to the efforts and willingness of Mr. Fjeldheim, Mrs. Johnson and himself in coordinating and helping each other out.

Funk moved, Johnson seconded to approve the consent following consent agenda items: minutes from the June 12th regular meeting; Treasurer and Investment report for July; monthly bills at \$401,039.347; authorization to participate in Federal and State School Breakfast/Lunch and Kindergarten Milk Program; annual dues for FY 2023-2024 for MSBA, MREA, MASA, MESPA and LCSC; tenure for Mrs. Raina Connor and Mrs. Marissa Tumberg; additional days for summer band (14 days) and summer ag (7 days) paid with ESSER funds; assignment of Food Service Assistant Kassie Meech; EMS Master Agreement for 2023-2025; contracts for Office Staff, Technology Director, Business Manager, Custodial Supervisor, Transportation Director, Bus Drivers, SLPA, Nurse and Principal for 2023-2025; resignation of Media Specialist Donna Yliniemi and thanked her for her years of dedicated service to Sebeka School; resignation of Publicity Director Emily Crabb and thanked her for all she did for the position; resignation of Bus Driver Tony Marthaler and thanked him for his service to Sebeka School; resignation of Food Service Nutrition Manager Chris Burlingame and thanked her for her service to Sebeka School. Motion carried unanimously

Funk moved, Huttunen seconded to rescind the first motion due to 7.7 Consider Resolution for CCY listed in the consent agenda items. Motion carried unanimously.

Funk moved, Frame seconded to approve the consent agenda items as listed above minus the Resolution for CCY. Motion carried unanimously.

Funk moved, Kangas seconded to approve the resolution for the Community Concern for Youth program conducted by Todd-Wadena Community Corrections at a cost of \$2,915 for the school year 2023-2024. The following members voted in favor: Erickson, Frame, Funk, Huttunen, Kangas, Nelson, Olson; against: None; therefore the resolution was duly adopted.

Huttunen moved, Frame seconded to approve the second reading of the 2023-2024 proposed budget showing a budgeted revenue of \$8,630,677.27 and budgeted expenditures at \$8,501,214.26 for a surplus of \$129,463.01. Motion carried unanimously.

The Board reviewed the following milk bids received for the 2023-2024 school year from Prairie Farms (Land O'Lakes) and noted that no bid was received from Cass Clay:

Name of Bidder	Cass Clay Kemps	Prairie Farms	
	Esc. Firm	Esc.	Firm
1% Milk	NO BID	.3038	
Shelf Stable Low-Fat Milk	NO BID	.64	
1% Chocolate	NO BID	.3204	
Shelf Stable Low-Fat Chocolate	NO BID	.64	
Lactose Free Milk	NO BID	.79	

Huttunen moved, Kangas seconded to approve the escalating bid from Prairie Farms for the 2023-2024 school year. Motion carried unanimously.

Erickson moved, Frame seconded to approve expenditures for the 2023-2024 school year through the 2033-2034 school years in the 10-year Long Term Facilities Maintenance Fund. Motion carried unanimously.

Funk moved, Olson seconded to approved the first reading of the 2023-2024 Sebeka School Literacy Plan as presented. Motion carried unanimously.

Erickson moved, Funk seconded to approve the first reading of changes as presented by Mrs. Westberg noting changes of Suicide prevention-Legislation has required schools to include this in handbooks and student identification cards; Narcan overdose medication-this is a new mandate from the state that we have two doses on hand and something we must have in our handbooks; discipline policy; free meals; bullying prohibits; church school-this was already in our HS handbook, just added it to our elementary handbook, MSHSL violations-Made the adjustment for 2, 4, and 6 weeks for penalties; MCA opt-out form-Must be included in the handbook; and adding medical cannabis to our handbook-took out what we used to have and replaced it with MSBA's policy 418 and adjusted it so it just talks about students. Motion carried unanimously.

Olson moved, Frame seconded to approve appointing Superintendent Kerkvliet as the identified official with Authority for the Education Identity and Access Management (IOWA) for MDE for the 2023-2024 school year. Motion carried unanimously.

Huttunen moved, Funk seconded to approve lunch account write offs in the amount of \$192.50. Motion carried unanimously.

Funk moved, Huttunen seconded to approve a \$5,000 stipend for Mr. Fjeldheim for his time and assistance with the superintendent transition for the month of June as he had completed his contractual time by the end of May and was donating his time in June. Motion carried unanimously.

Olson moved, Kangas seconded to approve the Technology Assistant job description as presented. Motion carried unanimously.

Funk moved, Frame seconded to approve a bus request for Red Eye River Days for tours. Motion carried unanimously.

Frame moved, Kangas seconded to approve a Great Start Cohort training (training for new superintendents) for Superintendent Kerkvliet at a cost of \$499. Motion carried unanimously.

Huttunen moved, Erickson seconded to adjourn the regular meeting at 8:28 p.m. Motion carried unanimously.

