

# MINUTES OF THE BOARD OF EDUCATION

Independent School District No. 820

Sebeka, MN 56477

Regular meeting Monday, July 15, 2024

The regular meeting was called to order at 6:00 p.m. with the following members in attendance: Nate Erickson, Charles Funk, Cheri Kangas, Eric Nelson and JoAnn Olson. Absent Kayla Frame and Rodney Huttunen. Also present were Superintendent Dave Kerkvliet; Business Manager Holly Paulson; staff member Melissa Koch; Community member Brittney Rosekrans; Eileen Weber from Sourcewell; Gail Gilman via Zoom from MSBA and Review Messenger Reporter Dave Hanson

Funk moved, Olson seconded to approve the agenda with the addition of 7.5.3 Approve Laura Kimball for the Part Time Accounting Technician/Food Service position. Motion carried unanimously.

Under Visitor or Delegation comments, Brittney Rosekrans talked to the school board regarding the possibility of foreign exchange students receiving a diploma instead of a certificate of attendance.

Business Manager Holly Paulson reported that she has been working on year end processes and setting up for FY25 and preparing for audit week; meeting with Dawn Wegscheid to go through SPED for FY2024; and completed the 10-year plan for LTFM for board approval; finalizing ESSER funds and submitted for final Title draws.

Principal Westberg's report included information on the Sourcewell Retreat noting that the MTSS team was able to create flow charts for reading, math and behavior interventions for Tier 1,2 and 3 and these will be shared with the elementary staff when school starts; the MTSS team will also begin to use Proliftic in the fall; and EmpowerU has been in place for two years and noted that the goal of using this program is to help students have a better understanding of who they are, how they handle situations emotionally and what steps they need to take when dealing with conflict or uncomfortable situations.

Superintendent Kerkvliet reported on MSBA's Summer Seminar which will be held on August 5<sup>th</sup> and MDE's Back to School Conference on August 6<sup>th</sup>; Darren Stroschal is the new Executive Director for MREA; legislative updates; attended the Sourcewell Retreat with the MTSS team; attended the Freshwater Executive Board meeting where updates were provided on ALC enrollment, Paraprofessional training, LETRS training for ECFE/ECSE staff, Business and Finance, FED postings and legislative impacts; updated enrollment projections in MDE; will be running a full page in the Review Messenger; Title I,II,IV have all been approved; getting details completed for the Solar for Schools Project; noted that Jake Oyster acquired a 55 ton Ironworker w30V, 3HP Powerlink machine for the shop area with Perkins funds; had one bidder on the kitchen items that were for sale; track and football field towers are being re-stained; and the northeast and south parking lot are being sealcoated and painted.

Under Discussion Items, Eileen Weber, from Sourcewell, attended the meeting to discuss the district strategic plan noting that the purpose is to outline the general phases and processes for strategic planning including potential external vendors and a rubric for evaluation. She also noted that the steps in planning are determining who will be involved in the process and in what capacity, supporting our mission, vision and values, administering a needs assessment plan, developing strategic goals and creating action plans and monitoring and adjusting the plan. Superintendent Kerkvliet noted that they are now in the process to start organizing a citizens advisory committee and survey Sebeka School stakeholders to gain feedback and ideas for the school moving forward.

Superintendent Kerkvliet and Business Manager Holly Paulson had a discussion with Ehlers and Associates regarding funding options for large projects and the need to protect and find funding for operating costs noting that with inflationary costs, declining enrollment, aging roof sections, ongoing technology needs and transportation needs, we may need to consider some type of referendum or face large cost containments. He discussed the different proposals that Ehlers had put together to see what impact the different funding options have.

The School Board viewed a presentation regarding MSHSL rules and regulations which is required by MSBA.

Gail Gillman from MSBA reviewed, via Zoom, the school board's self-evaluation noting that the results reflect the collective responses of the board and builds a profile of the board's work in the five standards of Conduct and Ethic which provides responsible school district governance, Vision which set and communicates high expectations for student learning with clear goals and plans for meeting those, Structure which creates conditions district-wide for student and staff success, Accountability which holds the school district accountable for meeting student learning expectations, Advocacy and Communication which engages local community and represents the values and expectations they hold for their schools.

Funk moved, Erickson seconded to approve the following consent agenda items: minutes from the June 10<sup>th</sup> regular meeting and the June 20<sup>th</sup> special meeting; Treasurer and Investment report for July; monthly bills at \$909,672.91; authorization to participate in Federal and State School Breakfast/Lunch and Kindergarten Milk Program; tenure for Ryan Tuorila, Meghan Adams, Nicole Walker, Caroline Striebel, Jacob Haag, Ashton Seieroe, Amanda Klipping, Alycia Johnson and Annette Lillquist; and assignment of Laura Kimball as Part Time Accounting Technician/Food Service. Motion carried unanimously.

Olson moved, Erickson seconded to approve the following Fall Coaching Assignments: Football Cheer Coach - Sarah Kuschel; Football-Head Coach Tanner Burgau, Assistants Thor Johnson and Tom Smith; Jr. High Football-Jeff Lake and Chris Arthur; Volleyball-Head Coach Becca Pulju, ½ Assistant Jon Lillquist, ½ Assistant Alicia Strayer; C-Team-Emily Crabb; Jr. High-Open; Cross Country-Co-Head Coaches Ed Heltunen and Nick Jasmer; Jr. High Katie Smith. Funk abstained. Motion carried.

Erickson moved, Kangas seconded to approve clerical changes for all MSBA affected policies pursuant to MSBA Policy 208. Motion carried unanimously.

Funk moved, Olson seconded to approve the second reading of the 2024-2025 proposed budget showing revenues at \$7,805,223 and expenditures at \$8,174,586.23 with deficit spending of \$369,363.23. Motion carried unanimously.

Erickson moved, Kangas seconded to approve the resolution accepting the following donation: three guitars donated to the Band program from Jeff Preuss. The following members voted in favor: Erickson, Funk, Kangas, Nelson, Olson; against: none; absent: Frame and Huttunen, therefore, the resolution was duly adopted.

Olson moved, Kangas seconded to approve the kitchen items bid of \$2,000 for the air fryer and \$4,000 for the Vulcan Braising pan from Jeff Doyle from Hobart. Motion carried unanimously.

Funk moved, Erickson seconded to approve the school board self-evaluation as presented by Gail Gilman from MSBA noting a favorable evaluation. Motion carried unanimously.

The Board reviewed the following milk bids received from Prairie Farms (Land O’Lakes), Cass Clay and Ten Finns and approved the lowest firm bid from Ten Finns in Menahga:

Name of Bidder	Cass Clay Kemps		Prairie Farms Land O’ Lakes		Ten Finns Creamery	
	Esc.	Firm	Esc.	Firm	Esc.	Firm
1% Milk	.339		.314			.29
Shelf Stable Low-Fat Milk	N/A		.64			No bid
1% Chocolate	.339		.337			.33
Shelf Stable Low-Fat Chocolate	N/A		.64			No bid
Lactose Free Milk	.766		.79			No bid

Kangas moved, Olson seconded to approve the low firm bid from Ten Finns Creamery for milk products, pending the furnishing of milk coolers, for the 2024-2025 school year. Motion carried unanimously.

Funk moved, Erickson seconded to approve the following fees for the 2024-2025 school year: **Sub Teacher pay:** \$160 for a Full day - \$80 for a half day; **Breakfast/Lunch Prices:** Pre-K-12 Free Breakfast and Lunch; Adult Breakfast \$2.40; Adult Lunch-\$5.00; Milk \$.40/carton; **Cook Sub Pay**-\$18.15; **Para Sub Pay**-\$18.35; **Custodian Sub Pay**-\$18.35; **Office Sub pay**-\$18.35 (all on Step 1 of the ESP pay scale); **Ticket Taker Pay** - \$12.00/hour or \$36.00 per game whichever is greater; **Supervision** - \$11.00/hour with a minimum of 3 hours per game; **Sports Fees**-Sebeka students and staff free; Senior citizens age 60+ free; Season tickets for adults \$50/year/adult ticket; Adults \$5.00, Students \$3.00

Funk moved, Kangas seconded to approve expenditures for the 2024-2025 school year through the 2034-2035 school years in the 10-year Long Term Facilities Maintenance Fund. Motion carried unanimously.

The Board tabled the approval of the Sebeka School Literacy Plan until the August meeting.

Olson moved, Kangas seconded to approve the first reading of changes as presented in the handbooks. Motion carried unanimously.

Funk moved, Olson seconded to appoint Superintendent Kerkvliet as the identified official (IOwA) for the External User Access Recertification for MDE for the 2024-2025 school year. Motion carried unanimously.

Erickson moved, Kangas seconded to adjourn the regular meeting at 8:32 p.m. Motion carried unanimously.

JoAnn Olson  
Clerk of Sebeka School District