

MINUTES OF THE BOARD OF EDUCATION

Independent School District No. 820

Sebek, MN 56477

Regular meeting Monday, October 15, 2024

The regular meeting was called to order at 6:04 p.m. The following members were in attendance: Nate Erickson, Charles Funk, Kayla Frame (arrived at 6:38 p.m.), Cheri Kangas, Eric Nelson (virtually from the Savannah Convention Center in Savannah GA, posted in District Office on October 9, 2024) and JoAnn Olson. Absent member Rod Huttunen. Also present were Superintendent Dave Kerkvliet; Business Manager Holly Paulson (virtually), Student Council Representative Kelcie Kuschel and Review Messenger Reporter Dave Hanson.

Olson moved, Kangas seconded to approve the agenda with the following additions: 7.5.2 Approve assignment of Ryan Tuorila for Math Masters Advisor; 7.5.3 Approve winter coach assignments; and 9.9 November meeting date change. Motion carried unanimously.

Student Council Representative Kelcie Kuschel reported on activities held during Fall Festival week and planning Halloween activities.

The Budget Committee has met a couple of times to consider bond referendum options, study tax impacts, review ballot questions, and review a list of items to include that would be supported by the bond referendum.

Business Manager Holly Paulson reported on the following: the Levy was certified in the MDE Levy System for the "Maximum" amount; 3rd quarterly payroll reports have been submitted; wage statements for the year have been completed and distributed to staff noting that this is a requirement from the Minnesota Department of Labor; FY2024 Title programs have been reconciled and balanced forward to FY2025 noting that Title I has carryover funds in the amount of \$7,156.17, Title II has \$3,313.71 and Title IV has \$848.47; and has been working with Menahga to create a shared sports spreadsheet and working to see how to handle issues regarding getting TRA credits for sports that teachers coach in another school.

Auditor Brian Opsahl from Brady Martz reported on the 2023-2024 audit noting that it was a clean audit with minimal findings regarding segregation of duties, preparation of financial statements and material journal entries and noted that these findings are not uncommon for a district of our size but did have a finding regarding no review or approval of a journal entry for federal expenditures in the ESSER fund and no review or approval of reports being submitted to the Child Nutrition Cluster Reporting to ensure accuracy and recommended that the district should establish a procedure for review of journal entries.

Activities Director Jon Lillquist's report included the following: Fall Sports playoff dates: Cross Country Section Meet will be held on Friday, October 25th; Football playoffs are on Tuesday, October 22nd and Volleyball playoffs on Wednesday, October 23rd and Friday, October 25th with other possible dates of October 29th and 31st; and (2) Winter Sports: BBB Head Coach Jon Lillquist, Assistant Jeff Lake, Jr. High Casey Strayer; GBB Head Coach Mike Heino, Assistant Randy Nielsen, C-Team Megan Hunstad, Jr. High Luke Warmbold; Wrestling Head Coach Jake Oyster, Assistants Wade Hukriede, Luke Davidson, Travis Ostby and Austen Rife; BBB Cheer Coach Sarah Kuschel.

Principal Westberg's report included information on the following: teachers have updated e-learning plans on their website and have made adjustments to reflect the fact that 7th and 9th grade may not have access to school Chromebooks; Sebek Backpack program will begin on October 16th and will occur every other week; and noted that we are a part of the Youth Skills Training Agricultural grant that Sourcewell has received.

Superintendent Kerkvliet reported on the MREA Fall Conference being held on November 17th-19th, updates from MSBA on ESST, FMLA, Open Meeting Law and legislative platforms, MASA's legislative agenda at the Region 5 meeting and MDE reviewing tax levy information at the Region 5 meeting; under Custodial updates it was noted that the track building restoration project is completed and track fence damage estimate has been sent to the driver's insurance company and HVAC issues; reviewed the new Title IX policy; Food Service and Transportation departments running smoothly; continue to work on the full grant application for the solar project; attended meetings at Freshwater and Sourcewell; will be attending an Active Shooter training provided by the Wadena County Sheriff's office on November 19th; and has attended webinars in relation to the MOU that needs to be in place for teacher compensation for LETRS training.

Under Discussion Items, Superintendent Kerkvliet reviewed information on Strategic Plan updates noting that listening sessions took place during the fourth week of September; discussed bond referendum options to address facility needs of the older sections of the building, transportation, grounds, technology, and curriculum; reviewed the 2024 MCA Testing Grade Level and district results; reviewed the Striving for Comprehensive Achievement and Civic Resources summary report (formerly WBWF) and reviewed Q-Comp goals.

Frame moved, Erickson seconded to approve the following consent agenda items with the exception of 7.5.3 Approve Winter Coaches: the September 9th regular meeting minutes; Treasurer and Investment report for October; monthly bills at \$721,334.34; assignment of Reagan Mayer as K-12 secretary; assignment of Ryan Tuorila as Math Masters Advisor; and October enrollment at 452 students K-12. Motion carried unanimously.

Erickson moved, Kangas seconded to approve the following winter coaching positions: Wrestling - Head Coach Jake Oyster, Assistants Wade Hukriede, Luke Davidson, Travis Ostby and Austen Rife; GBB - Head Coach Mike Heino, JV Randy Nielsen, C-Team

Megan Hunstad and Luke Warmbold for Jr. High; BBB - Head Coach Jon Lillquist, JV Jeff Lake, Jr. High Casey Strayer; and BBB Cheerleading Sarah Kuschel. Funk and Nelson abstained; Huttunen absent. Motion carried.

The Board tabled the second reading of MSBA Policy 522 Title IX updated policy.

Erickson moved, Frame seconded to approve a resolution accepting the following donations:

1. Skills USA - \$200 from Tom and Kyle Schulz;
2. School Health Office – hygiene supplies from Zion Ladies Fellowship.

The following members voted in favor: Erickson, Frame, Funk, Kangas, Nelson and Olson; against: none; absent: Huttunen; therefore, the resolution was duly adopted.

Erickson moved, Nelson seconded to approve a resolution calling a special election to authorize the issuance of school building bonds and to approve a capital project levy authorization to be held on Tuesday, February 11th with polls open from 1:00 p.m. to 8:00 p.m. with voting taking place at the Sebeka Fire Hall. The following members voted in favor: Erickson, Frame, Funk, Kangas, and Nelson; against: Olson; absent: Huttunen; therefore, the resolution was duly adopted.

Frame moved, Kangas seconded to approve the Assurance of Compliance with State and Federal Prohibiting Discrimination report noting that this report is completed for the state showing that the school district is in compliance with state and federal laws prohibiting discrimination and that we have policies on file in-house and submitted to the state ensuring we are in compliance with federal law pertaining to these compliance issues.

Olson moved, Erickson seconded to approve the first reading of the EMS-ESP Seniority list for 2024-2025 as presented. Motion carried unanimously.

Erickson moved, Frame seconded to approved the first reading of the 2023-2024 audit report presented by Brian Opsahl from the Brady Martz Audit Firm noting that it was a clean audit with minimal findings of segregation of duties, preparation of financial statements and material journal entries and noted that these findings are not uncommon for a district of our size but did have a finding regarding no review or approval of a journal entry for federal expenditures in the ESSER fund and no review or approval of reports being submitted to the Child Nutrition Cluster Reporting to ensure accuracy and recommended that the district should establish a procedure for review of journal entries. Motion carried unanimously.

Olson moved, Erickson seconded to approve the MSHSL grant resolution noting that the MSHSL was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts and assist schools in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts program. The following members voted in favor: Erickson, Frame, Funk, Kangas, Nelson and Olson; against: none; absent: Huttunen; therefore, the resolution was duly adopted.

Frame moved, Kangas seconded to approve the eLearning plan for school year 2024-2025 noting that plan includes using the five eLearning days first in case of inclement weather to avoid having to make adjustments to the school calendar at the end of the year. Motion carried unanimously.

Funk moved, Frame seconded to approve Superintendent Kerkvliet's Summative Evaluation and reflections regarding keeping policies updated, providing solid communication across the district and professional development as all being exemplary with the exception of the budget goal as being satisfactory. Motion carried unanimously.

Olson moved, Erickson seconded to approve changing the Monday, November 11th board meeting to Tuesday, November 12th at 6:00 p.m. due to Veteran's Day. Motion carried unanimously.

Frame moved, Erickson seconded to adjourn the regular meeting at 8:36 p.m. Motion carried unanimously.

JoAnn Olson
Clerk of Sebeka School District