

MINUTES OF THE BOARD OF EDUCATION
Independent School District No. 820
Sebek, MN 56477
Regular Meeting Monday, January 13, 2025

The regular meeting was called to order at 6:33 p.m. following the reorganizational meeting. The following members were in attendance: Jeannie Arthur, Nathan Erickson, Kayla Frame, Rodney Huttunen, Cheri Kangas, Eric Nelson and JoAnn Olson. Also present were Superintendent Dave Kerkvliet; Principal Amie Westberg; Business Manager Holly Paulson; staff member Jerome Meyer; and Review Messenger Dave Hanson.

Huttunen moved, Frame seconded to approve the agenda with the following additions: 7.5.3 lane change request from BA+30 to BA+45 for Katie Rasmussen and 9.2 Approval of the Fiscal Procedures Manual adding the words "First Reading" Motion carried unanimously.

Business Manager Holly Paulson reported that she has reconciled the final 2024 payroll and submitted for preparation of W-2's; Calendar year Flex Plans and HSA accounts have been set up for employees who want to participate for 2025; reviewed Title funds; continue to work on budget revisions for FY2025; received an Hourly Worker Unemployment reimbursement in the amount of \$22,252.40; certified the 2024-2025 levy with the state and counties; working on updating the Fiscal Procedure Manual for processes followed noting that the manual is requested for Federal programs under review and/or monitoring requests; and summarized Board Considerations for 2024 noting that Board Consideration money is contributed by the board members and Mr. Kerkvliet and is used for flowers for staff/family funerals; cake for Para Appreciation Week; retiree gifts; Education Appreciation Week, and Welcome Back Breakfast.

Jon Lillquist's AD report included information on the AAA Selection Committee meeting he attended on January 8th. It noted that the Sebek winners of the AAA award were Aden Krell and Annika Pulju who both competed at the subsection AAA contest and Annika was named the winner for our subsection and will now advance to the Section 6A AAA contest for a chance to go to state.

Principal Westberg reported that Monday, January 20th is a staff development day for teachers with no school for students; getting ready for Career Week in February; updated information on the READ Act noting the list of professional development choices will be released in the fall of 2025 with districts registering their PD choice with MDE in January 2026 and will begin the PD in the fall of 2026; and updated information regarding the Youth Skills Training Ag Grant noting that there will be 15 OSHA-10 seats available for students to get certified in either OSHA-10 general, agricultural or veterinary.

Superintendent Kerkvliet reviewed information regarding professional organization updates noting he has submitted the votes for MREA board candidates; will be attending the MSBA annual conference January 16 & 17 and the quarterly meeting with MASA on February 23rd; had some leaks in the '57 gym, kitchen area and custodial storage areas due to ice issues; trash shed has been completed by Mr. Smith and the Construction Trades class; reviewed Sebek School policy 4.9 on Bids and Quotations noting that it needs to be updated according to the current Minnesota Statute bid law amounts; Food Service Department has set up a suggestion box to obtain feedback in order to help with meal planning; connected with Brok Johnson with Solar Connection on the solar project noting that they are still waiting for the full grant approval; will be participating in Sourcewell's "Portrait of a Graduate" cohort with Mrs. Westberg, as a part of implementing our strategic plan; congratulated Board member Cheri Kangas for completing MSBA's Phase I,II,III, and IV trainings and presented her with a Leadership Development Certificate.

Under Discussion Items, Superintendent Kerkvliet noted that he is currently working on a document with Eileen from Sourcewell to develop identified areas into one document and that a meeting has been scheduled for January 21st to continue with strategic planning; informed the Board that in December, a positive Review and Comment had been received by MDE and a summary had been published in the Review Messenger and that the Review and Comment has the projects listed on it along with the amounts of the bond referendum and capital project levy; and reviewed final details for transportation, hotel registration, conference registration, etc. for the MSBA Conference.

Olson moved, Huttunen seconded to approve the following consent agenda items: Truth in Taxation and regular meeting minutes of December 9th; Treasurer and Investment report for January; Monthly bills at \$687,556.86; assignment of Lydia Lillquist as a long-term substitute paraprofessional; resignation of Title I instructor Marissa Tumberg; and lane

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change request for Katie Rasmussen from BA+30 to BA+45; and K-12 Enrollment at 434 students. Motion carried unanimously.

Frame moved, Kangas seconded to approve Sebeka School Policy 4.9 “Bids and Quotations” by increasing the quotation bid amount from \$100,000 to \$175,000 to align with the current statute when it comes to the bid law. Motion carried unanimously.

Kangas moved, Olson seconded to approve the second reading of the 2024-2025 EMS Seniority List as presented. Motion carried unanimously.

Kangas moved, Olson seconded to approve the second reading of the 2024-2025 budget revisions showing revised revenues of \$8,064,223 and revised expenditures of \$8,331,697 and a revised budget deficit of \$267,474 for FY 2025 noting that this is an early budget revision knowing it will be adjusted when completed again in May. Motion carried unanimously.

Kangas moved, Frame seconded to approve the resolution accepting the following donations: Hats and gloves donated by the Ambitious 4-H Club; \$340 to the Angel Fund from Our Savior’s Lutheran Church; and 50+ pairs of pants for the Share Closet from Grace Lutheran Church. The following members voted in favor: Arthur, Erickson, Frame, Huttunen, Kangas, Nelson, and Olson; against: none; therefore; the resolution was duly adopted.

Frame moved, Arthur seconded to approve the first reading of the Sebeka Public School Fiscal Procedures Manual noting that the manual is requested for Federal programs under review and/or monitoring requests. Motion carried unanimously.

Erickson moved, Frame seconded to adjourn the regular meeting at 7:18 p.m. Motion carried unanimously.

JoAnn Olson
Clerk of Sebeka School District