

MINUTES OF THE BOARD OF EDUCATION
Independent School District No. 820
Sebeka, MN 56477
Regular meeting
Monday, November 10, 2025

The regular meeting was called to order at 7:02 p.m. The following members were in attendance: Jeannie Arthur, Nate Erickson (arriving at 7:20 p.m.), Rod Huttunen, Cheri Kangas, Eric Nelson and JoAnn Olson. Absent: Kayla Frame, Also present were Superintendent Dave Kerkvliet; Principal Amie Westberg; Holly Paulson (virtually), staff members Jerome Meyer, Nikki Ament, and Meghan Adams; parents Nicole Oyster and Kiersten Tumberg; Brian Opsahl from Brady Martz Auditing Firm (virtually) and Review Messenger Reporter Dave Hanson.

Arthur moved, Kangas seconded to approve the agenda with the following additions: 6.3 Online School Idea Discussion; 7.5.3 Approve Winter Coaching Assignments; and 9.5 Consider MSHSL Emerging Status School Commitment Form. Motion carried unanimously.

Principal Westberg reported that the Student Council held Halloween activities the week of October 27th and will also be holding a food drive.

Superintendent Kerkvliet reported on the Pairing Committee meeting which was held in Sebeka on Wednesday, November 5th to review current pairing agreements for updates and/or changes; noted that both districts approved a \$15,000 set aside for the track fund; discussed paired activities for wrestling, speech, golf, track and cross country and discussion was held on a MSHSL Emerging Status Commitment Form for Girls Team Dual Wrestling noting that this document would have to be approved by both school boards. Other discussion topics included exploring possibilities for savings by combining departments through a resource called CESO (Center for School Efficiencies) through Sourcewell that could be used as a tool to explore the possibilities; 2026 Legislative session; ideas for busing efficiencies for paired sports; adjusting pairing meeting dates to be able to provide coaching recommendations before full school board meetings and discussion on the EECBG (energy grant) available through Region 5 that could be an opportunity for funding for community development, energy, and environment projects related to schools. The next pairing meeting will be March 4, 2026 at 7:30 a.m. in Menahga.

Business Manager Holly Paulson reported on the following: FY2025 audit has been completed and submitted to MDE and will be publishing the District Revenues and Expenditures Budget for FY2025 and FY2026 in the Review Messenger and posted on the school website along with a link to the district report card; completed information on the GASB 75 2025-2026 Datashell (census of staff and health benefits) and sent to Hildi USICG for Completion of the Actuarial Valuation as required by statute and noted that the auditors use this document during our annual audit; Flex plan for calendar year 2026 has been set up and will be sending out information to all staff; submitted the last invoice of \$18,054.55 for the Solar to Schools Grant; completed all retro pay for employees; completed a request to be the Paid Leave Administrator and also approval for a Private Plan Substitution for MN Paid Leave plan that will be implement with Madison Life-National Insurance Services starting January 1, 2026; completed a MDE survey for summer unemployment noting that the survey is used to estimate the amount of funding the district will receive through the Ideas payments; requested and received the following Federal funds-REAP \$8,740; Title I \$18,670.76, Title II \$2,090.42 and Title IV \$1,906.00 and also received additional Title II funds in the amount of \$21,385.78; and is currently working on the FY2026 budget revision for the Truth in Taxation meeting in December.

Brian Opsahl from Brady Martz Auditing Firm reported on the 2024-2025 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.

Mr. Lillquist's AD report included information on practice dates for winter sports with Jr. High Boys Basketball starting practice on October 27th; Girls Basketball on November 10th; Wrestling and Boys Basketball on November 17th and Jr. High Girls Basketball on January 5th; Winter Coaching Assignments - Cheerleading - Sarah Kuschel; GBB - Head Coach Mike Heino, JV Coach Megan Hunstad, Jr. High Coach Chris Arthur, and Volunteers - Randy Nielsen and Ridge Hunstad; BBB - Head Coach Jon Lillquist, JV Coach Jeff Lake, Jr. High Coaches Casey Strayer and Tom Smith, and Volunteers Jack Lillquist and Josh Redetzke; Wrestling - Head Coach Jake Oyster, Assistant Coaches Travis Ostby and Austen Rife, Volunteers Kris Koll, Nate Hendrickson, Beth Rasmussen and Terry Weller and attended a PRC AD meeting on November 5th.

Principal Westberg reported on working with juniors and seniors on practicing making phone calls to Mrs. Kern, Mr. Lillquist and herself along with the help from Amy Sjoblad and Grady Kirk from Sourcewell to help students get prepared to make their contacts for Career Week and for future skills; Phase 2 professional development was released on Wednesday, November 5th noting possible PD's include Science of Reading grades 4-12 STRIVE, Structured Literacy Modules-Neuhaus,

CAREIAL Secondary: Advancing Language and Literacy-Center for Applied Research and Educational Improvement (CAREI University of Minnesota), and OL&LA Secondary: Online Language and Literacy Academy-Consortium on Reaching Excellence in Education (CORE); Band and Choir getting ready for their week-long trip to Florida leaving on Sunday, November 16th at 5:30 a.m. and returning Sunday, November 23 around 10:00 p.m.; conferences on Thursday, November 13th from 2:00 p.m. - 9:00 p.m.; all non-tenure teachers have been observed and will begin all other evaluations in December; creating a monthly parent newsletter for another form of communication and transparency with parents; and reviewed the staff development day schedule.

Superintendent Kerkvliet reported on Clean Energy for Schools Summit noting that he presented on the Sebeka solar project at the Minnesota Department of Commerce “Clean Energy for Schools”; noted that he will be attending the Greater Education Summit on November 17th & 18th and the MSBA Leadership Conference in January along with JoAnn, Kayla and Jeannie; reviewed minutes from the Region 5 meeting and MDE’s document that shows each district’s Federal support level; reviewed MSBA policies for technical and substantive updates; had some electric door lock issues and noted that Thad Schulz, (Technical Director) was successful in obtaining a grant in the amount of \$14,796.74 to help cover the cost of new door locks and will be utilizing West Central for installation in the summer; hired new food service assistant Kirsten Rautio; DOT inspection went very well and thanked Anni, Casey and Glenn Kimball for their work on getting buses and vans ready for the inspection; will be getting rid of one of our oldest buses since it is beyond maintaining; received paperwork from Sourcewell for their Board of Directors election; received \$4,464.29 from the “No Child Left Inside” grant to support the Sebeka Fishing Team last season; noted that we have a new Strategic Plan partner from Sourcewell, Andrea Rusk, who will be assisting with the strategic plan alignment; will be attending a Wadena County Joint Task Force meeting on November 18th to continue coordination of our emergency crisis plan; Sebeka Foundation continues to make progress by choosing a logo and mission statement and have also set up a partnership with the Initiative Foundation; The Sebeka C&C, The Economic Alliance, Hub 71 and the Kinnunen Agency will be hosting a “One Sebeka” Open house event on November 17th from 5:30 p.m. to 7:00 p.m. to support bringing the community together in an effort to revitalize our town and build up our community; and received a thank you from family members of Dianna Brusven for the mums sent in her memory of her and her contributions to Sebeka Public School.

Under Discussion Items, Mrs. Ament reviewed results of the 2024-2025 MCA testing grade level and district results; Principal Westberg presented information for discussion on an online school idea which would help with the possibility of drawing more students in; and Superintendent Kerkvliet reviewed information regarding the MSBA Annual Leadership Conference in January.

Olson moved, Nelson seconded to approve the following consent agenda items: October 10th regular meeting minutes; Treasurer and Investment report for November; monthly bills at \$826,417.75; assignment of Kirsten Rautio as Food Service Assistant; assignment of Tom Smith as Jr. High Boys Basketball Coach; Winter coaching assignments: Cheerleading - Sarah Kuschel; GBB - Head Coach Mike Heino, JV Coach Megan Hunstad, Jr. High Coach Chris Arthur, and Volunteers - Randy Nielsen and Ridge Hunstad; BBB - Head Coach Jon Lillquist, JV Coach Jeff Lake, Jr. High Coaches Casey Strayer and Tom Smith, and Volunteers Jack Lillquist and Josh Redetzke; Wrestling - Head Coach Jake Oyster, Assistant Coaches Travis Ostby and Austen Rife, Volunteers Kris Koll, Nate Hendrickson, Beth Rasmussen and Terry Weller and November enrollment at 417 students K-12. Motion carried unanimously.

Kangas moved, Huttunen seconded to approve the second reading of the EMS-ESP Seniority List for 2025-2026 as presented. Motion carried unanimously.

Erickson moved, Kangas seconded to approve a resolution accepting the following donations: 1. \$300 for scholarships from the class of 1960; 2. FFA for Nationals - \$400 from Community First Bank of Menahga/Sebeka; \$100 from Anderson Homes; \$50 from Darwin’s Equipment; \$100 from Johnson & Son Well Drilling; \$300 from Olsons Ag; \$300 from Brunswick/Lunds; and \$1,800 from West Central. The following members voted in favor: Arthur, Erickson, Huttunen, Kangas, Nelson, Olson; against: none; absent: Frame; therefore, the resolution was duly adopted.

Huttunen moved, Erickson seconded to approve the first reading of the 2024-2025 audit report presented by Brian Opsahl from 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. Motion carried unanimously.

Kangas moved, Arthur seconded to approve MSBA Policy Technical Updates for policy numbers 417, 507.5, 513, 519, 601, 612.1, 616, 621, and 709 regarding adding resources and updating and/or deleting old references, removing outdated language, and adding statutory reference to these policies. Motion carried unanimously.

Arthur moved, Kangas seconded to approve MSBA Policy Substantive Updates Policy numbers 306, 606, 712 & 722 regarding inserting Minnesota's Code of Ethics for School Administrators in policy 306, adding an article to 606, changing wording of surveillance to "recording" in 712 and adding legislative updates to 722. Motion carried unanimously.

Olson moved, Huttunen seconded to approve the MSHSL Emerging Status School Commitment form to register with the MSHSL for Girls Team Dual Wrestling when Emerging Status is approved by the MSHSL Board of Directors. Motion carried unanimously.

Erickson moved, Kangas seconded to adjourn the regular meeting at 8:57 p.m. Motion carried unanimously.

JoAnn Olson
Clerk of Sebeka School District