

MINUTES OF THE BOARD OF EDUCATION
Independent School District No. 820
Sebeka, MN 56477
Regular meeting Monday, October 12, 2023

The regular meeting was called to order at 7:03 p.m. The following members were in attendance: Nate Erickson, Charles Funk, Rodney Huttunen, Cheri Kangas, Eric Nelson and JoAnn Olson. Absent member Kayla Frame. Also present were Superintendent Dave Kerkvliet; Principal Amie Westberg; Business Manager Holly Paulson; staff member Jerome Meyer; Student Council Representative Ella Skaro and Review Messenger Reporter Tim Bloomquist.

Olson moved, Funk seconded to approve the agenda with the following additions: 9.9 Approve eLearning Plan and 9.10 November meeting date change. Motion carried unanimously.

Under Visitor and Delegate Comments, Hope Williams, Executive Director for Wadena County Economic Alliance, presented information regarding the economic alliance and tax abatement program and Alumni Drew Schwartz, via Zoom, presented information regarding the E-Sports program that he has been involved in for the past five years noting that it allows different career paths for students and Brenden Swanson and Gannon Karsky from Fenworks also presented information on the E-Sports program.

Student Council Representative Ella Skaro reported on activities held during Fall Festival week; helping with the Kick Cancer event held on Tuesday, October 17th and planning a costume contest for students in grades 7-12 for Halloween.

Under Board Committee Reports, Board Member Olson reported that the Policy Committee had met a couple of times to review the policy on District Reimbursement to Students Representing Sebeka Schools for Competitive Extra-Curricular, Co-Curricular and Academic State and National School Events with the idea of containing costs when it comes to district support of national events.

Business Manager Holly Paulson reported on the following noting that all pay and benefits are updated to the negotiated agreements; the Levy was certified in the MDE Levy System for the "Maximum" amount noting that the levy currently is at \$1,507,105.84 which is due to higher enrollment numbers and Freshwater lease; ESSER II Fin 155 has been completely spent, submitted and received; the census for the employees Life and Disability Insurance has been updated and submitted to National Insurance Services to reflect their current salaries; SPED teacher and para salaries have been submitted to Freshwater to update SPED cost in SEDRA; and received notification from Food and Nutrition Services that we will be receiving \$9,096.37 in Supply chain funds for FY2024 and these funds are to be used for the purchase of domestic, minimum processed foods like dairy, fruits and vegetables.

Tracee Bruggeman, auditor from Brady Martz, reported that the 2022-2023 audit was a clean audit with minimal findings of segregation of duties, preparation of financial statements and material journal entries and noted that these were findings are not uncommon for a district of our size but did have one finding noting that not all expenditures charged to the federal program of COVID19 Education Stabilization Fund Under the Coronavirus Aid, Relief and Economic Security Act had evidence of approval and recommended that the district should establish a procedure for review of journal entries.

Jon Lillquist's DOS/AD report included the following: Fall Sports playoff dates: Cross Country Section Meet will be held on Friday, October 27th; Football playoffs are on Tuesday, October 24th with other possible dates of October 28th and November 3rd; and Volleyball playoffs on Friday, October 27th with other possible dates of October 31st, November 2nd and 4th; Flag Football started this fall for grades 1st -5th with 35 students participating and noted that Nate Erickson and Thor Johnson are volunteer coaches along with other parents; and cell phone violations and disciplinary referrals have been down from last year noting a total of six cell phone violations compared to 19 from last year at this time.

Principal Westberg reported on the following noting that evaluations have begun for new teachers and will continue with the non-tenure teachers in a few weeks; will be using Prolific as the new data "warehouse" noting that this will allow all data collected in one program and that Sourcewell will be paying for three years for grades 9-12 and we will be paying for K-8; will be focusing more on attendance this year so will be sending letters home to families of students that have four or more absences; will be attending a meeting regarding AVID and how it can help with Career and College Readiness through Sourcewell; and will also attend the MESPA and MASSP Law Seminars on October 25th and November 2nd.

Superintendent Kerkvliet reported on the following noting that he wrote a letter of support at the request of Sourcewell to education commissioner Wille Jett in support of the SPED Teacher Pipeline Grant; updated information from MREA, MSBA, MASA and MDE; noted that we are short staffed in the custodial department due to a variety of reasons and has added a para and

a couple of students to help out, two water fountains have been replaced and working on a softball field post project; the Policy committee met and revised District Policy 9.7 District Reimbursement To Students Representing Sebeka Public Schools for Competitive, Extra-Curricular, Co-Curricular and Academic State and National School Events to help contain costs when it comes to district support of national events and also reviewed MSBA policies; signed a contract with LCSC for additional food service training for our nutrition manager as additional support; started riding bus routes after school to get a better understanding of the school district transportation operations; waiting for results from the Warrior Mascot Appeal; wrote a congratulatory letter on behalf of Sebeka Public School to alumni Chip Koskiniemi who is retiring from the United States Marine Corp as a Major; received thank you cards from Steve and Nancy Huhta for flowers sent for their son's funeral and from Beatrice Ranta Bigley, class of 1949, for giving her and her husband a tour of the school and the school house in the park; have been meeting monthly with area superintendents; gave Jerry Mevissen permission to use the school parking lot during Super Saturday in September for a model school house display; and renewed a contract with Minnesota State Colleges and Universities ECAMPUS in the High School.

Under Discussion Items Superintendent Kerkvliet reviewed information on sessions being offered for the MREA Greater Education Summit which will be held on November 12th-14th and updating the "World's Best Workforce" document for 2023-2024 and Principal Westberg reviewed results of the 2023 MCA testing grade level and district results.

Funk moved, Huttunen seconded to approve the following consent agenda items with the exception of 7.5.2 Winter Coaching assignments: the September 11th regular meeting minutes; the Treasurer and Investment report for October; monthly bills at \$786,988.79; Q-Comp Positions: Q-Comp Coordinator - Nikki Ament; Peer Coaches - Becca Pulju, Dan Doyle, Mike Heino, Jenny Lillquist, Ronnie Lee and Emily Crabb; Mentors - Ryan Tuorila with Ronnie Lee, Jordan Jenkins with Jenny Lillquist, Alycia Johnson with Melissa Koch, Kiersten Tumberg with Becca Pulju, Amanda Klipping with Tammy Kopacek and Joe Lindmeier with Dan Doyle; assignment of Anni Olson as paraprofessional; Nancy Huhta, Shaina Huhta and Wade Huhta for temporary custodial help; and October Enrollment at 478 students K-12. Motion carried unanimously.

Erickson moved, Olson seconded to approve the following Winter Coaching Positions: Wrestling - Head Coach Jake Oyster, Assistants Wade Hukriede, Todd Frie, Luke Davidson and Austen Rife; GBB - Head Coach Mike Heino, JV Randy Nielsen, C-Team Megan Heino and open position for Jr. High; BBB - Head Coach Jon Lillquist, JV Jeff Lake, Jr. High Jerome Meyer (¾) and ¾ open position; and Cheerleading Sarah Kuschel. Funk abstained from voting. Motion carries.

Funk moved, Huttunen seconded to approve the second reading of adopting the following mandatory MSBA 2023 policies, and three of the MSBA model policies of 424 License status (adds annual report to PELSB requirement), 425 Staff development (adds paraprofessional professional development piece) and 509 Enrollment of Nonresident Students (adds application provisions), 618 Assessment of Student Achievement (updates definitions), and 621 Literacy and the READ Act (New policy on the READ Act requirements; and Sebeka School District Policy #9.7 District Reimbursement to Students Representing Sebeka Public Schools for Competitive Extracurricular, Co-Curricular and Academic State and National School Events. Motion carried unanimously.

Huttunen moved, Kangas seconded to approve a one-year trial basis for the e-Sports program with parent permission consent for any violent games that deem necessary. Motion carried unanimously.

Funk moved, Olson seconded to approve Superintendent Kerkvliet's updated goals to include Professional Development as one of his goals along with measurements for each goal. Motion carried unanimously.

No Action was taken on the consideration of the Wadena County Economic Alliance Tax Abatement Program.

Funk moved, Olson seconded to approve a resolution accepting the following donations: 1. FFA - \$200 from Nimrod Campground DBA Paisley's Park; \$300 from Nimrod 69 Inc DBA Nimrod Bar & Grill; and \$500 from City of Nimrod; 2. SkillsUSA - \$500 from Tom and Kyle Schulz ; and 3. Band - \$407.82 from the Class of 1968; \$100 from Menahga Concrete; and \$1,000 from Tom and Kyle Schulz. The following members voted in favor: Erickson, Funk, Huttunen, Kangas, Nelson, and Olson; against: None; Absent: Frame; therefore, the resolution was duly adopted.

Erickson moved, Kangas seconded to approve the following new Mission and Vision Statements for Sebeka Public School: Mission Statement: "BELONG to something bigger. BELIEVE in possibilities. BECOME the future."

Vision Statement: “Our vision is to provide an inclusive education where all students BELONG. We BELIEVE in setting high expectations for all students to BECOME life-long learners. Motion carried unanimously.

Funk moved, Olson 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. Motion carried unanimously.

Huttunen moved, Erickson seconded to approve the first reading of the EMS-ESP Seniority list for 2023-2024 as presented. Motion carried unanimously.

Olson moved, Kangas seconded to approve the first reading of the 2022-2023 audit report presented by Tracee Bruggeman 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 were findings are not uncommon for a district of our size but did have one finding that not all expenditures charged to the federal program of COVID19 Education Stabilization Fund Under the Coronavirus Aid, Relief and Economic Security Act had evidence of approval and recommended that the district should establish a procedure for review of journal entries. Motion carried unanimously.

Funk moved, Erickson seconded to approve scheduling a public comment at the December board meeting to consider the renewal of the school board’s authority to extend the operating levy for another 10 years. Motion carried unanimously.

Funk moved, Olson 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, Funk, Huttunen, Kangas, Nelson, and Olson; against: None; Absent: Frame; therefore, the resolution was duly adopted.

Huttunen moved, Kangas seconded to approve the eLearning plan for school year 2023-2024 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, Kangas seconded to approve changing the date of the November school board meeting from Monday, November 13th to Tuesday, November 14th 6:00 p.m. in the District Office. Motion carried unanimously.

Huttunen moved, Olson seconded to adjourn the regular meeting at 9:36 p.m. Motion carried unanimously.

JoAnn Olson
Clerk of Sebeka School District