

**REGULAR SCHOOL BOARD MEETING
SARTELL-ST. STEPHEN PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO 748
AUG. 21, 2023
DISTRICT SERVICE CENTER BOARDROOM**

The regular school board meeting of Independent School District 748 was called to order at 5:30 p.m. by Chair Matt Moehrle. Members present: Moehrle, chair; Emily Larson, clerk; Jen Smith, treasurer; Tricia Meling, vice chair; Jason Nies, director; Scott Wenshau, director; and Thomas R. Lee, interim superintendent. Members absent: None

The Pledge of Allegiance was said.

A motion was made by Smith and seconded by Larson to APPROVE THE AGENDA AS PRESENTED. All in favor. Motion carried.

Public forum was held.

A motion was made by Nies and seconded by Larson to APPROVE CONSENT ITEMS A.5.a – A.5.d AS PRESENTED BELOW. All in favor. Motion carried.

A.5.a. Minutes of the regular school board meeting held on July 17, 2023
Minutes of the school board work session held on Aug. 2, 2023

A.5.b Checks in the amount of \$1,336,543.21 as presented:

General Fund	681,629.96
Food Service Fund	41,993.70
Transportation Fund	37,133.81
Community Service Fund	12,273.99
Capital Expenditure Fund	473,007.25
Building Fund	11,866.32
Activity Accounts	2,931.62
Internal Service Fund	75,706.56
Check numbers 187156 – 187424	

AP ACH History in the amount of \$2,389.50 as presented:

General Fund	1,281.69
Community Service Fund	46.92
Activities Accounts	1,060.89
Check Number 232400005 – 232400022	

Receipts in the amount of \$1,426,388.44 as presented:

General Fund	1,141,140.33
Food Service Fund	936.13
Community Service Fund	8,050.41
Building Fund	153.66
Debt Service Fund	246,142.85
Activity Accounts	19,391.49
Internal Service Fund	10,573.57
Receipts 52068 - 52119	

Wire transfers .1 in the amount of \$92,781.44 as presented:

General Fund	89,065.07
Capital Expenditure Fund	808.37
Activity Accounts	2,908.00
Wire transfers 202200864 – 202200875	

Wire transfers .2 in the amount of \$2,688,076.07 as presented:

General Fund	1,401,934.40
Food Service Fund	10,204.83
Transportation Fund	7,347.09
Community Service Fund	34,143.63
Capital Expenditure Fund	29,893.53
Debt Services	699,500.00
Activities Accounts	4,948.63
Internal Service Fund	500,103.96
Wire transfers 202300025 – 202300112	

A.5.c Approve resolution accepting the following donations; Ed Haus Foundation, Sartell High School, \$1,000, Clay Target Team; Magnifi Financial Credit Union, Riverview Intermediate School, \$1,000, Rox Reading Program; C. H. Robinson International Inc., Community Education, \$525, Summer recreation sponsor; Colorful Concepts Painting & Custom Finishing Inc., Community Education, \$1,000, CE archery program.

A.5.d Accept resignations: Emma Arneson, OREL, part-time cleaner, 8/11/23; Aaron Athas, SMS, ITS, 6/5/23; Jessi Barfknecht, SMS, paraprofessional, 7/31/23; Deb Hahn, PMPS, food service worker, 7/24/23; Kelsey Kampsen, PMPS, para/recess supervisor, 8/9/23; Wendy Meierhofer, RIS, paraprofessional, 8/8/23; Stacey Osterholt, SMS, cashier, 8/16/23; Lydia Otremba, RIS, paraprofessional, 7/27/23; Becky Pomeroy, PMPS, paraprofessional, 8/7/23; Chelsey Reimer, RIS, fifth grade, 6/5/23; Heidi Schmidt, OREL, speech-language pathologist, 5/31/24; Sara Yarand, SHS, paraprofessional, 8/15/23.

Accept release of employment: Julie Dockendorf, PMPS, paraprofessional, 8/15/23.

Accept retirements: None

ISD748 Sabre Star Report:

- Krista Durrwachter, Human Resources director, presented Jesse Paggen with the August SABRE star award.

School Board Student Representative Report:

- High School Student and Student Board Representative Benjamin Thompson reported on the exciting things happening around the district.

MN School Board Association Report with Barb Dorn:

- Minnesota School Board Associations Director of Leadership Development and Executive Searches Barb Dorn discussed options with the school board in their search for a permanent superintendent and presented their proposal.

Superintendent Report:

- Interim Superintendent Lee reported on happenings around the district. Recently, the district held another round of negotiations with the SEA and the clerical unit. They've reached a tentative agreement with the clerical unit. There are still many more policies requiring updates and revisions he hopes to discuss in the near future. The district leadership committee is reading a book called Homerun Leadership. A video featuring Riverview Intermediate Schools HVAC system should be complete by the start of school. Lee agrees with the proposed 2023-24 District Operational Plan and is bringing that forward for approval. He also talked about the shortage of employees to fill open positions in the district, namely paraprofessionals. Lee participated in Building Instructional Leadership Team Institute the beginning of August and reported out on the fantastic group of leaders we have in our district.

School Board Committee Report:

- Tricia Meling – Senior Connection and Historical Society. Senior Connection will host another sixth-grade field trip on the history of Sartell. The Senior Connection would like to participate in a coffee and conversation day with the district to discuss the hiring of the new permanent superintendent.

- Matt Moehrle – Tentative agreement with the clerical unit. Agreement should be presented for approval at the September board meeting.

A motion was made by Smith and seconded by Nies to APPROVE PERSONNEL OMNIBUS RESOLUTION #1-41. All in Favor. Motion carried.

New Employees: Nancy Anderson, RIS, paraprofessional, \$17.77/hour, RIV, Step 1, replacing Lydia Otremba, 8/28/23; Stephanie Anderson, OREL, para/recess supervisor, \$17.77/hour, RIV, Step 1, replacing Haley Fournier, 8/28/23; Brenda Andrews, OREL, paraprofessional, \$17.77/hour, RIV, Step 1, new position, 8/28/23; Donna Baier, SMS, food service worker, \$17.02/hour, RI, Step 1, replacing Sonya Helms, 9/5/23; Hailey Bjork, SMS, girls soccer coach, \$2,843 (6.35 percent), BA, Step A, replacing Mallory Johnson, 8/28/23; Lily Brutger, SMS, art teacher, \$44,776; BA, Step A, replacing Brittney Witt, 8/22/23; Allison Bunkers, RIS, fourth-grade teacher, \$44,776, BA, Step A, replacing Chelsey Reimer, 8/22/23; Mar-

lene Burnett, districtwide, food service worker sub, \$17.02/hour, RI, Step 1, additional sub, 9/5/23; Kapricca Champman, SMS, paraprofessional, \$17.77/hour, RIV, Step 1, replacing Celso Hernandez, 8/28/23; Chad Dukowitz, SMS, football coach, \$3,051 (6.35 percent), BA, Step D, new position – outside funded, 8/28/23; Sandra Dupee, SMS, food service worker, \$17.02/hour, RI, Step 1, replacing Tonya Hackett, 9/5/23; Robert Dyer, PMPS, paraprofessional, \$22.02/hour, RIV, Step 5, transfer – replacing Julie Dockendorf, 8/28/23; Haley Eckerman, PMPS, food service worker, \$17.02/hour, RI, Step 1, replacing Carol Cummins, 9/5/23; Dylan Erickson – Thoemke, SMS, football coach, \$3,051 (6.35 percent), BA, Step D, replacing Chris Magnuson, 8/28/23; Amanda Farrell, RIS, special education teacher, \$51,965, BA10, Step E, replacing Krista Ziemer, 8/22/23; Katie Frikken, SMS, cashier, \$18.03/hour, RII, Step 1, new position, 9/5/23; Aya Groseclose, SMS, paraprofessional, \$17.77/hour, RIV, Step 1, replacing Jessi Barfknecht, 8/28/23; Raymond Halupczok, SHS, food service worker, \$17.02/hour, RI, Step 1, replacing Cindy Kerfeld, 9/5/23; Ashley Herrera, OREL, cashier, \$18.03/hour, RII, Step 1, replacing Krista Workman, 9/5/23; Ashley Holien-Plombon, RIS, ESY para, \$17.77/hour, RIV, Step 1, summer school, 7/31/23; Matthew Kiminski, SHS, accompanist, \$18.20/hour, RV, Step 1, new position, 9/13/23; Alex King, SHS, junior varsity girls soccer coach, \$4,254 (9.5 percent), BA, Step A, replacing Becky Pomeroy, 8/14/23; Sue Kutz, OREL, paraprofessional, \$23.67, RIV, Step 6, transfer – replacing Robert Dyer, 8/28/23; Megan Lahr, RIS, food service worker, \$17.02/hour, RI, Step 1, replacing Joyce Neyssen, 9/5/23; Kinsey Mattison, RIS, SLP long-term sub, \$65/hour, LTS for Alison Seng, 10/5/23-1/2/24, 10/5/23; Jody Miland, RIS, cashier, \$18.03/hour, RII, Step 1, new position, 9/5/23; Krystal Milbrandt, PMPS, para/recess supervisor, \$17.77/hour, RIV, Step 1, replacing Kelsey Kampsen, 8/28/23; Karlee Pfaff, SHS, head softball coach, \$5,869 (12.5 percent), BA, Step C, replacing Dave Driste, 3/11/24; Mimi Rolfsen, PMPS, paraprofessional, \$17.77/hour, RIV, Step 1, replacing Mimi Rolfsen, 8/28/23; Jessica Roske, PMPS, paraprofessional, \$17.77/hour, RIV, Step 1, replacing Julie Dockendorf, 8/28/23; Sandra Schotl, RIS, paraprofessional, \$17.77/hour, RIV, Step 1, replacing Sue Kutz, 8/28/23; Andrew Schultz, RIS, fifth-grade teacher, \$54,139, BA10, Step G, replacing Lindsay Harvey, 8/22/23; Melinda Shaw, PMPS, food service worker, \$17.02/hour, RI, Step 1, replacing Deb Hahn, 9/5/23; Amy Skeate-Carlson, RIS, fifth-grade teacher, \$66,998, MA, Step K, replacing Kayla Johnson, 8/22/23; Li-asa Spellacy, SMS, paraprofessional, \$17.77/hour, RIV, Step 1, replacing Wanda Ellingson, 8/28/23; Tracey Steinhoff, SMS, SLP long-term sub, \$65/hour, LTS for Kira Rosekrans, 9/5/23-11/27/23, 9/5/23; Taisha Tobish, PMPS, paraprofessional, \$17.77/hour, RIV, Step 1, replacing Becky Pomeroy, 8/28/23; Otnila Vivas, OREL, part-time cleaner, \$18.03/hour, RII, Step 1, replacing Emma Arenson, 8/25/23; Ericka Zacarias, SHS, food service worker, \$17.02/hour, RI, Step 1, replacing Laura Sobania, 9/5/23.

Leaves of Absence: Heidi Schmidt,

ORELC, speech-language pathologist, LOA, 2023-2024 school year; Nichole Shekleton, Districtwide, technology specialist, LOA, 11/20/23-2/12/24.

All in favor. Motion carried

A motion was made by Meling and seconded by Larson to APPROVE the 2023-24 Inclement Weather/ eLearning Plan. Discussion was held. All in Favor. Motion carried.

A motion was made by Larson and seconded by Meling to APPROVE POLICY: 419, 424, 507, 513, 514, 532, 602, 613, 618, 620 and 708. Discussion was held. All in Favor. Motion carried.

A motion was made by Nies and seconded by Smith to APPROVE the 2023-24 District Operational Plan. Discussion was held. All in Favor. Motion carried.

A motion was made by Larson and seconded by Smith to APPROVE the MSBA Superintendent Executive Search Agreement. Discussion was held. All in Favor. Motion carried.

A motion was made by Nies and seconded by Smith to APPROVE the 2023-24 Sub Rates. Discussion was held. Wenshau and Meling abstained. Nies, Smith, Moehrle and Larson voted yes. Motion carried.

A motion was made by Larson and seconded by Smith to AMEND the AGENDA to APPROVE the Procedure (Selection of Instructional Materials and Library/Media Materials) that accompanies policy 606 (Textbooks and Instructional Materials & Alternative Instruction and Materials) and the attached Proposed Changes to the Selection of Instructional Materials and Library/Media Materials. Discussion was held. All in Favor. Motion carried.

A motion was made by Smith and seconded by Meling to APPROVE the Procedure (Selection of Instructional Materials and Library/Media Materials) that accompanies policy 606 (Textbooks and Instructional Materials & Alternative Instruction and Materials) and the attached Proposed Changes to the Selection of Instructional Materials and Library/Media Materials. Discussion was held. All in Favor. Motion carried.

Schedule Committee Meetings/ Discussion:

- First Reading: Official Adoption/Review of Policy – 516.5 and 621
- Future Board Meeting – 6:30 p.m. Monday, Sept. 18 at District Services Center

- Future Board Work Session & Policy Meeting – 7 p.m. Thursday, Sept. 28 at District Service Center

- Future Board Meeting – 6:30 p.m. Monday, Oct. 23 at District Service Center

- Future Board Work Session & Policy Meeting – 5:30 p.m. Wednesday, Nov. 1 at District Service Center

Committee Assignments were reviewed.

A motion to ADJOURN THE MEETING AT 7:27 p.m. was made by Smith and seconded by Larson. All in favor. Motion carried.

/s/ Emily Larson, clerk

Publish: Oct. 6, 2023