

**ELLSWORTH PUBLIC SCHOOL
REGULAR SCHOOL BOARD MEETING
School Library
Ellsworth, Minnesota
Wednesday, January 17, 2024
6:00 p.m.**

1. Call to order and roll call.
2. Approve meeting agenda.
3. Nominations for and election of chairperson (Following election the chairperson will conduct the remainder of the organization meeting)
4. Nominations for and election of vice chairperson
5. Nominations for and election of clerk/treasurer
6. Set day of week, and time of day for 2024 regular board meetings
7. Designate official newspaper to use for publication of legal notices and school board minutes (currently Nobles County Review) Action Item
8. Designate official bank to be used for depository of school district funds, checking and savings account, and investments (currently Security Savings Bank, Ellsworth Office) Action Item
9. Designate official legal counsel. (Currently Knutson, Flynn & Deans). Action Item.
10. Appoint standing committees. Action Item
 - a. Negotiations and/or Budget Committee - recommendations??
 - b. Buildings & Grounds
 - c. Buses
 - d. Sports/Sharing Committee
 - e. Education/Meet & Confer
 - f. Policy Committee
 - g. Sharing Committee
 - h. MSHSL representative
 - i. MSBA legislative liaison
 - j. Safety Committee representative
 - k. Integration Collaborative representative
 - l. Staff Development representative

11. Set per diem allowances (currently \$45 for Chairman, \$40 for Directors per meeting, and \$25 per Director for each negotiations session) Action Item
12. Student Council
13. Robotics
14. Consent Agenda Consider/Approve
 - 14.1 Minutes of regular board meeting on December 18, 2023 and the minutes from the special board meeting on January 10, 2024.
 - 14.2 Student Activity Fund
 - 14.3 Treasurer's Report
 - 14.4 Donations:
 - 14.5 First & Second reading of policies
Second Reading of these policies: 101 (Legal status of the school district), 101.1 (Name of the school district), 103 (Complaints-students, employees, parents, other persons), 104 (School district mission statement), 705 (Investments), 706 (Acceptance of gifts), 707 (Transportation of public school students), 708 (Transportation of nonpublic school students)
First Reading of these policies: 801 (Equal access to school facilities), 710 (Extracurricular transportation), 711 (Video recording on school buses), 712 (Video surveillance other than on buses), 713 (Student activity accounting), 714 (Fund balances), 720 (Vending machines), & 802 (Disposition of obsolete equipment and material)
15. EPTO Report
16. Administrative Reports
 - 16.1 Principal
 - a. Student Count
 - b. Mission & Vision
 - c. Flower Cooler discussion
 - d.
 - 16.2 Superintendent
 - a. Special Board meeting reflection
 - b. Flexible learning school year
 - c. Preschool Handbook
 - d. Doors - update
17. Action Items:
 - 17.1 Consider/approve monthly bills
 - 17.2 Large flower cooler
 - 17.3 Authorize submission of review & comment to MDE
 - 17.4 Approve Resolution for a Special Election
 - 17.5 Approve Preschool handbook

17.6 Personnel

- a.
- b.

18. Buildings & Grounds:

- a.
- b.

19. Adjournment

**ELLSWORTH PUBLIC SCHOOL
REGULAR SCHOOL BOARD MEETING
School Library
Ellsworth, Minnesota
Monday, December 18, 2023**

The regular meeting was called to order by Chairperson Ryan Heikes at 5:30 p.m. A roll call revealed all members present. The Board of Education opened the meeting by reciting the Pledge of Allegiance.

Staff present: Robert Routh, Amy Labat, Darcey Groen, Casey Klosterbuer, Sara Leuthold, & Craig Gaul.

Visitors present: Logan Bossert, Rob, Cory & Jerry with Apex Facilities Solutions.

A motion was made by Jenniges and seconded by Buntjer to approve the meeting agenda as presented. Motion carried.

Logan Bossert presented information on these Student Council activities: decorated classroom doors for Christmas, awareness days, and will do more awareness days in January.

Logan Bossert presented the robot that the Robotics team have built. They will bring it to a competition in January.

Apex & PMA presented information for the school facility improvements. Items discussed were above ground or underground tanks, air conditioning locations, ventilation options, secure office entrance, windows, roofing, electrical, & election timeline.

A motion was made by Lefdal and seconded by Harms to suspend the regular meeting and begin the Truth in Taxation hearing at 6:00. Motion carried.

Mr. Routh presented information for the Truth in Taxation hearing.

A motion was made by Lynn and seconded by Jenniges to resume the regular meeting. Motion carried.

A motion was made by Harms and seconded by Buntjer to approve the Consent Agenda items:

- Minutes of the regular school board meeting on November 20, 2023,
- Student Activity Report
- Treasurer's Report
- 2nd reading on these policies: 619 (Staff development for standards), 623 (Mandatory summer school), 701 (Establishment and adoption of school district budget), 701.1 (Modification of school district budget), 702 (Accounting), 703 (Annual audit), & 704 (Development and maintenance of an inventory of fixed assets and a fixed asset accounting system)
- 1st reading on these policies: 101 (Legal status of the school district), 101.1 (Name of the school district), 103 (Complaints-students, employees, parents, other persons), 104 (School district mission statement), 705 (Investments), 706 (Acceptance of gifts), 707 (Transportation of public school students), 708 (Transportation of nonpublic school students)

Motion carried.

Lisa Lynn reported on these items for EPTO: did not meet in December, Christmas movie went well, & the next meeting will be January 9, 2024.

Ms. Labat reported on student count and Christmas fun events.

Mr. Routh's report included information on boilers, daycare fence, exterior door repairs, and board training information.

The board reviewed the bills. A motion was made by Buntjer and seconded by Harms to approve the bills as presented. Motion carried.

Mr. Routh presented an MOU agreement for amending the master contract to include earned sick and safe time (ESST). A motion was made by Harms and seconded by Lynn to approve the agreement as presented. Motion carried.

Mr. Routh presented information on the gym sound system. A motion was made by Harms and seconded by Buntjer to table this information to a later meeting. Motion carried.

The following resolution was moved by Lisa Lynn.

RESOLUTION ESTABLISHING COMBINED POLLING PLACES
FOR MULTIPLE PRECINCTS AND
DESIGNATING HOURS DURING WHICH THE POLLING
PLACES WILL REMAIN OPEN FOR VOTING
FOR SCHOOL DISTRICT ELECTIONS NOT HELD
ON THE DAY OF A STATEWIDE ELECTION

BE IT RESOLVED by the School Board of Ellsworth School District No. 514, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. **Each combined polling place must be a polling place that has been designated by a county or municipality.** The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

(Set forth each combined polling place explaining which precincts are being served, such as:)

Combined Polling Place: Grand Prairie Township Hall 206 East 2nd Avenue Ellsworth MN 56129
"This combined polling place serves all territory in Ellsworth School District No.514 located in Grand Prairie Township; West Side Township, Kanaranzi Township, Little Rock Township, Ransom Township, the City of Ellsworth, Nobles & Rock County, Minnesota."

Note: See Section 2.3.2 of the Election Manual regarding changing polling places in the case of an emergency or if the polling place is no longer available.

*3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 8:00 o'clock a.m. and 8:00 o'clock p.m.

Note: See Section 3.6 of the Election Manual regarding certain restrictions on voting hours.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a non-forwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

The foregoing resolution was seconded by Jen Harms. Motion carried.

Mr. Routh presented sealed bids on the storage shed. A motion was made by Buntjer and seconded by Harms to accept the bid submitted by Kevin Jansma in the amount of \$1,900. Motion carried.

Mr. Routh presented information on substitute pay. A motion was made by Lefdal and seconded by Buntjer to raise the substitute pay to \$150/day for teachers and \$15/hr for paras. Motion carried.

There being no further business Chairperson Ryan Heikes called for a motion to adjourn. A motion was made by Lefdal and seconded by Buntjer to adjourn. Motion carried. The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Ellsworth District 514 School Board Clerk

**ELLSWORTH PUBLIC SCHOOL
SPECIAL SCHOOL BOARD MEETING
School Library
Ellsworth, Minnesota
Wednesday, January 10, 2024**

Chairperson Ryan Heikes called the meeting to order at 7:00 p.m. A roll call revealed all members present.

Staff present: Robert Routh, Amy Labat, & Darcey Groen.

Visitors: Cory & Rob with Apex Facilities Solutions. Michael with PMA was present via Zoom.

A motion was made by Jenniges and seconded by Lynn to approve the meeting agenda as presented. Motion carried.

Michael with PMA presented information on the financial aspects of a building bond.

Cory & Rob with Apex presented costs for the different building projects.

The board discussed the options presented and eliminated items that are not priorities. The board will approve a resolution for a special election at their regular meeting.

There being no further business Chairperson Ryan Heikes called for a motion to adjourn. A motion was made by Lefdal and seconded by Harms to adjourn. Motion carried. The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Ellsworth District 514 School Board Clerk