

**ELLSWORTH PUBLIC SCHOOL  
REGULAR SCHOOL BOARD MEETING  
School Library  
Ellsworth, Minnesota  
Monday, November 20, 2023  
6:00 p.m.**

1. Call to order and roll call.
2. Approve meeting agenda.
3. Approval of FY23 Audit Report
4. Consent Agenda Consider/Approve
  - 4.1 Minutes of regular board meeting on October 16, 2023, the minutes of special board meeting on October 11, 2023 and the minutes of the special board meeting on November 9, 2023.
  - 4.2 Student Activity Fund
  - 4.3 Treasurer's Report
  - 4.4 First & Second reading of policies  
**Second Reading** of these policies: 424 (License Status), 425 (Staff development), 611 (Home Schooling), 614 (School district testing plan & procedure), 615 (Testing accommodations, modifications, and exemptions for IEP's, section 504 plans, & LEP students), 617 (School district insurance of preparatory & high school standards), 618 (Assessment of student achievement).  
**First Reading** of 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)
5. Student Council
6. EPTO Report
7. Administrative Reports
  - 7.1 Principal
    - a. Student Count
    - b. World's Best Workforce Report
    - c. Panthered
    - d.
  - 7.2 Superintendent
    - a. Custodial Update - Boiler
    - b. Van Camera/Bus update

- c. State Election update
- d. MREA Platform update
- e. IEA Health & Safety

8. Action Items:

- 8.1 Consider/approve monthly bills
- 8.2 Consider/approve door repairs
- 8.3 Change December board meeting time to 5:30 (due to a concert)
- 8.4 Parkview Manor - emergency evacuation plan

8.5 Personnel

- a. Contracts
- b. Resignation

8.6 Donations

- a.
- b.

9. Buildings & Grounds:

- a.
- b.

10. Adjournment

**ELLSWORTH PUBLIC SCHOOL  
REGULAR SCHOOL BOARD MEETING  
School Library  
Ellsworth, Minnesota  
Monday, October 16, 2023**

The regular meeting was called to order by Chairperson Ryan Heikes at 6:00 p.m. A roll call revealed all members present except Randy Buntjer. The Board of Education opened the meeting by reciting the Pledge of Allegiance.

Staff present: Robert Routh, Amy Labat, Darcey Groen, Lori Romans, Andrea Gaul, & Christine Lovett.

Visitors present: Chad Dreesen, Kiara Lewis & Caycee Bixby.

A motion was made by Jenniges and seconded by Lefdal to approve the meeting agenda with one addition. Motion carried.

Chad Dreesen presented information and answered questions on the HVAC options that were presented from Apex.

A motion was made by Lefdal and seconded by Harmsr to approve the minutes of the regular meeting held on September 18, 2023. Motion carried.

The Board of Education reviewed the Student Activity Fund.

Kiara Lewis & Caycee Bixby presented information on these Student Council activities: the Homecoming activities, suicide prevention days, suicide guest speaker, pink out day on October 18 and Red Ribbon Week October 23-27.

Ms. Labat reported on student count, presented information on an after school program, and recognized Landon Leuthold & Sierra Custer as the Homecoming King & Queen.

Mr. Routh's report included information on daycare - hoping to open on October 23, he will get a contract written up between the district and the daycare, presented information on consent agenda items, custodian update, student activity fund balances, and HSA will begin on November 1 for the staff that are on the health insurance plan.

Darcey Groen presented the Treasurer's Report and monthly budget information. A motion was made by Jenniges and seconded by Harms to approve the Treasurer's Report. Motion carried.

Darcey Groen presented two additional bills. A motion was made by Lefdal and seconded by Jenniges to approve the bills as presented. Motion carried.

Mr. Routh presented a resolution for the MSHSL Foundation grant. A motion was made by Jenniges and seconded by Lefdal to approve the resolution for the MSHSL Foundation grant. Motion carried.

Ms. Labat presented the After School Program for approval. A motion was made by Harms and seconded by Lynn to approve the After School Program. Motion carried.

Ms. Labat presented the second reading on the following policies: 203.6: Consent agendas, 420: Students & employees with sexually transmitted infections and diseases and certain other communicable diseases & infectious conditions, 421: Gifts to employees and school board members, 422: Policies incorporated by reference, 423: Employee-student relationships, 516.5: Overdose medication, 607: Organization of grade levels, 608: Instructional services - special education, 609: Religion, & 610: Field trips. A motion was made by Lefdal and seconded by Harms to approve the second reading of these policies. Motion carried.

Ms. Labat presented the first reading of the following policies: 424: License Status, 425: Staff Development, 611: Home Schooling, 614: School District testing plan and procedure, 615: Testing accommodation, modifications, & exemptions for IEP's, section 504 plans & LEP students, 617: School district ensurance of preparatory & high school standards, & 618: Assessment of student achievement. A motion was made by Lefdal and seconded by Jenniges to approve the first reading of these policies. Motion carried.

Ms. Labat presented a resignation submitted by Mike Nolte as head custodian. A motion was made by Lefdal and seconded by Harms to accept the resignation from Mike Nolte. Motion carried.

Ms. Labat presented contracts with the following:

Craig Gaul as Head Custodian

Saebra Bakker as After School Coordinator

A motion was made by Lynn and seconded by Lefdal to approve the contracts presented. Motion carried.

Mr. Routh presented the following donations:

\$500 from the Ellsworth Community Club for Robotics

\$6,475 from area businesses for the promotional video

A motion was made by Harms and seconded by Jenniges to accept the donations. 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 Harms to adjourn. Motion carried. The meeting adjourned at 7:45 p.m.

Respectfully submitted,

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Ellsworth District 514 School Board Clerk

**ELLSWORTH PUBLIC SCHOOL  
SPECIAL SCHOOL BOARD MEETING  
School Library  
Ellsworth, Minnesota  
Wednesday, October 11, 2023**

Chairperson Ryan Heikes called the meeting to order at 6:00 p.m. A roll call revealed all members present.

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

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

The purpose of this special meeting was to discuss options for future potential HVAC projects.

Daren Sievers of School Perceptions presented information on what his company does to seek information from taxpayers regarding potential future projects.

The board discussed the options presented by Apex. They gave 4 different options for heating and cooling systems for the building along with prices and energy costs.

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 7:10 p.m.

Respectfully submitted,

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Ellsworth District 514 School Board Clerk

**ELLSWORTH PUBLIC SCHOOL  
SPECIAL SCHOOL BOARD MEETING  
School Library  
Ellsworth, Minnesota  
Thursday, November 9, 2023**

Chairperson Ryan Heikes called the meeting to order at 6:00 p.m. A roll call revealed all members present except Lindsay Jenniges.

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

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

Mr. Routh presented a timeline of events proposed by Apex with a possible election date of May 14, 2024. A discussion took place regarding the building needs of heating/cooling system, new windows, electrical, ceiling repairs/replacement & ventilation.

The board discussed the service agreement with Apex and the two phases in the plan.

After some discussion a motion was made by Lefdal and seconded by Buntjer to approve the service agreement with Apex and to begin pursuing a building referendum. A roll call vote was taken. The following voted in favor: Ryan Heikes, Dustin Lefdal, Randy Buntjer, Lisa Lynn, & Jennifer Harms. The following voted against: None. Lindsay Jenniges was absent. Motion carried.

There being no further business Chairperson Ryan Heikes called for a motion to adjourn. A motion was made by Harms and seconded by Lefdal to adjourn. Motion carried. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

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Ellsworth District 514 School Board Clerk