

**ELLSWORTH PUBLIC SCHOOL  
REGULAR SCHOOL BOARD MEETING  
School Library  
Ellsworth, Minnesota  
Monday, July 15, 2024  
6:00 p.m.**

1. Call to order and roll call.
2. Approve meeting agenda.
3. Michael Hart with PMA
4. Consent Agenda Consider/Approve
  - 4.1 Minutes of regular board meeting on June 17, 2024.
  - 4.2 Student Activity Fund
  - 4.3 Treasurer's Report
  - 4.4 Donations:
5. Administrative Reports
  - 5.1 Principal
    - a. School Board Picture
    - b. Staffing
    - c. Italy trip
  - 5.2 Superintendent
    - a. Building Project Pre Bid Walkthrough July 17 at 10:00 am
    - b. School Board Member Candidate Filing Dates: July 30 to August 13 (5 pm)
6. Action Items:
  - 6.1 Consider/approve monthly bills
  - 6.2 Open bids for propane
  - 6.3 Open bids for fuel oil
  - 6.4 Open bids for dairy products
  - 6.5 Resolution Ratifying Sale of General Obligation School Building Bonds, Series 2024A.
  - 6.6 Activity Admission Fees (Punch cards, Season pass, Family pass)
  - 6.7 Personnel
    - a. Contract - Agricultural Teacher
    - b. Contract - Math Teacher
    - c. Contract - K-12 Principal (Amy Labat)

7. Buildings & Grounds:
  - a. Roof Gutter Repair "Old Building"
  - b. Scissors Lift
  - c. New Scoreboard & Cage
8. Adjournment

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Monday, June 17, 2024**

The regular meeting was called to order by Chairperson Ryan Heikes at 6:00 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, Darcey Groen, Rachel Kramer & Andrea Gaul.

Visitors: Michael Hart & Steve Pumper with PMA

A motion was made by Jenniges and seconded by Lefdal to approve the meeting agenda as presented with the addition of Apex. Motion carried.

Michael & Steve with PMA presented information on the bond issuance process with a calendar of dates. They also explained the MN Trust Resolution and the Bond Obligation Resolution.

Michael & Steve presented the MN Trust Resolution for approval. A motion was made by Harms and seconded by Buntjer to approve the MN Trust Resolution. A roll call vote was taken. The following voted in favor: Heikes, Lefdal, Lynn, Buntjer, Jenniges & Harms. The following voted against: None. Motion carried.

Michael & Steve presented the Resolution Relating to General Obligation School Building Bonds. A motion was made by Jenniges and seconded by Lefdal to approve the Resolution Relating to General Obligation School Building Bonds. A roll call vote was taken. The following voted in favor: Heikes, Lefdal, Buntjer, Lynn, Jenniges & Harms. The following voted against: None. Motion carried.

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

- Minutes of the regular school board meeting on May 20, 2024
- Student Activity Report
- Treasurer's Report
- Donations: \$1,000 from Community Club for Drama
- Second reading on these policies: 301 (School District Administration), 303 (Superintendent Selection), 304 (Superintendent Contract, duties and evaluation), 305 (Policy Implementation), 306 (Administration code of ethics), 213 (School Board committees), 302 (Superintendent), & 621 (Literacy and the Read Act)

Mr. Routh's report included: staffing update, building project update, budget update, bus update, and Superintendent transition update.

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

Mr. Routh presented the Education Identity and Access Management Board Resolution. A motion was made by Jenniges and seconded by Buntjer to approve the Education Identity and Access Management Board Resolution and to approve Bill Strom as the IOwA. Motion carried.

Mr. Routh presented the notice of filing dates for the school board election. There will be three members elected to the school board for terms of four years. The period for filing affidavits of candidacy for the office of school board member will begin on July 30, 2024 and will close on August 13, 2024. A motion was made by Buntjer and seconded by Lefdal to approve the filing dates for school board election. Motion carried.

Mr. Routh presented the Long-Term Facility Maintenance Ten Year Plan.  
Randy Buntjer introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING SCHOOL DISTRICT NO. 514 LONG-TERM  
FACILITY MAINTENANCE TEN YEAR PLAN**

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

1. The School Board of School District 514 has approved the Long-Term Facility Maintenance Ten Year Plan for its facilities for 2024-2034. The various components of this plan are attached.

The motion for the adoption of the foregoing resolution was duly seconded by Lisa Lynn and, upon vote being taken thereon, the following voted in favor thereof: Ryan Heikes, Dustin Lefdal, Lisa Lynn, Randy Buntjer, Lindsay Jenniges and Jennifer Harms.

And the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

Mr. Routh presented the EMC Insurance renewal rates for the 2024-2025 school year. A motion was made by Lefdal and seconded by Harms to approve the insurance renewal for the 2024-2025 school year. Motion carried.

Mr. Routh presented the MREA Membership for renewal for the 2024-2025 school year. A motion was made by Lynn and seconded by Harms to approve the membership for the 2024-2025 school year. Motion carried.

Mr. Routh presented the FY25 school district budget. A motion was made by Buntjer and seconded by Lefdal to approve the FY25 budget as presented. Motion carried.

Mr. Routh requested approval for the call for bids for fuel oil and propane for the 2024-2025 school year. A motion was made by Jenniges and seconded by Buntjer to call for bids for fuel oil and propane for the 2024-2025 school year. Motion carried.

Mr. Routh requested approval for the call for bids for dairy products for the 2024-2025 school year. A motion was made by Lefdal and seconded by Jenniges to approve the call for bids for dairy products. Motion carried.

Mr. Routh presented a resignation letter submitted by Claire Kramer, Preschool Teacher. A motion was made by Lefdal and seconded by Jenniges to accept the resignation. 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 7:20 p.m.

Respectfully submitted,

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Ellsworth District 514 School Board Clerk