

**ELLSWORTH PUBLIC SCHOOL  
REGULAR SCHOOL BOARD MEETING  
School Library  
Ellsworth, Minnesota  
Monday, September 16, 2024  
6:00 p.m.**

1. Call to order and roll call.
2. Approve meeting agenda.
3. Student Council
4. EPTO Report
5. Connie Buntjer - request for purchase of proofer/warmer for the kitchen.  
Consider/approve.
6. Consent Agenda Consider/Approve
  - 6.1 Minutes of regular board meeting on August 19, 2024.
  - 6.2 Student Activity Fund
  - 6.3 Treasurer's Report
  - 6.4 Donations: \$200 from Zion Presbyterian Women's group to the Panther Store, \$1250 from Peter Marsh Foundation - music grant
  - 6.5 Policies:
7. Administrative Reports
  - 7.1 Principal
    - a. Student Count
    - b.
    - c.
  - 7.2 Superintendent
    - a. 2024 School Board News: 8-20 - 9-10
8. Action Items:
  - 8.1 Consider/approve monthly bills
  - 8.2 December Board Meeting date/time - same night as music concert
  - 8.3 Tax Abatement request - Brandon & Felicia Feeken
  - 8.4 Certify Levy at maximum
  - 8.5 Gym rental request - Brenda Fenton - October 12
  - 8.6 Approval of International travel for 2026
  - 8.7

#### 8.8 Personnel

- a.
- b.

#### 9. Buildings & Grounds:

- a.
- b.

#### 10. Adjournment

**ELLSWORTH PUBLIC SCHOOL  
REGULAR SCHOOL BOARD MEETING  
School Library  
Ellsworth, Minnesota  
Monday, August 19, 2024**

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

Staff present: Bill Strom, Amy Labat, Darcey Groen, Rachel Kramer, & Craig Gaul.

Visitors: Rob Krukoski with Apex Building Solutions

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

Rob Krukoski with Apex presented roof bids and a project update. The board discussed the options available. A motion was made by Lefdal and seconded by Lynn to accept the bid of \$675,700 by the McDowell company. A roll call vote was taken. The following voted in favor: Heikes, Lefdal, Lynn & Jenniges. The following voted against: None. Randy Buntjer & Jennifer Harms were absent.

Rachel Kramer presented these items for Student Council: Homecoming week, Coronation will be September 14, Suicide/Mental Health, October - Red Ribbon week, and there will be a student representative at each meeting.

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

- Minutes of the regular school board meeting on July 15, 2024
  - Student Activity Report
  - Treasurer's Report
  - Donations: \$1,000 from the Allstate Foundation
  - Policies 413 (Harassment & Violence), 506 (Student Discipline), 722 (Public Data & Data Subject Requests) and 806 (Crisis Management Policy)
- Motion carried.

Ms. Labat's report included: student count, athletic meeting was held, fall sports began on August 12, teacher workshop will begin on August 26, Open House will be August 28 and all staff positions are filled.

Mr. Strom's report included: working on the FY25 revised budget, bond levy & budget, building project - technology infrastructure, auditor visit, & school board election.

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

Mr. Heikes opened the bids for dairy products for the 2024-2025 school year. A motion was made by Lefdal and seconded by Lynn to accept the bid submitted by Prairie Farms. Motion carried.

Ms. Labat presented the website renewal agreement with CMS4Schools. A motion was made by Jenniges and seconded by Lefdal to approve the website renewal agreement. Motion carried.

The following resolution was moved by Ryan Heikes.

RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS  
AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION

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

1. It is necessary for the school district to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each.

The following individuals have filed affidavits of candidacy for said election during the period established for filing such affidavits:

Dustin Lefdal for a four year term  
Janelle Lenz for a four year term  
Lisa Lynn for a four year term

2. The general election is hereby called and elected to be held in conjunction with the general primary election on Tuesday, the fifth day of November, 2024.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least fifty-three (53) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause a sample ballot to be posted in each polling place on Election Day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

### SCHOOL DISTRICT BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 514  
ELLSWORTH PUBLIC SCHOOL  
GENERAL ELECTION  
November 5, 2024

↓ Put an (X) in the square opposite the name of each candidate you wish to vote for.

### SCHOOL BOARD MEMBER VOTE FOR UP TO THREE FOR A FOUR YEAR TERM

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\_\_\_\_\_ Dustin Lefdal

\_\_\_\_\_ Janelle Lenz

\_\_\_\_\_ Lisa Lynn

\_\_\_\_\_ write-in, if any

\_\_\_\_\_ write-in, if any

\_\_\_\_\_ write-in, if any

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

7. Optical Scan: The name of each candidate for office at this election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota Statutes, Section 206.61, Subd. 5 and Minnesota Rule, Part 8220.0825.

8. The individuals designated as judges for the general primary election shall act as election judges for this general election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the school board for canvass in the manner provided for other school district elections.

Member Lindsay Jenniges seconded the resolution and moved its adoption. Upon a vote taken thereon the resolution was declared duly passed and adopted.

Mr. Strom suggested that the school board set a date for the Truth in Taxation Public Hearing. A motion was made by Jenniges and seconded by Lefdal to set the date for the Truth in Taxation public hearing for December 16, 2024 at 6:00 pm. Motion carried.

Ms. Labat presented Policy 620: Credit for Learning. A motion was made by Jenniges and seconded by Lynn to approve Policy 620. Motion carried.

Ms. Labat presented Policy 524: Internet, Technology, and Cell Phone Acceptable Use and Safety Policy. A motion was made by Lefdal and seconded by Lynn to approve Policy 524. Motion carried.

Ms. Labat presented these contracts:

Allie Geerdes as part-time Art Instructor

Connie Buntjer as Head Cook

Kammi VanderZiel as Paraprofessional

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

Mr. Strom presented the following items for buildings and grounds: cages for scoreboards, donations for scoreboards & electrical for daycare room.

A motion was made by Lefdal and seconded by Jenniges to accept bids for the old scoreboards at the September regular school board meeting. 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 Jenniges to adjourn. Motion carried. The meeting adjourned at 7:50 p.m.

Respectfully submitted,

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Ellsworth District 514 School Board Clerk