

**ELLSWORTH PUBLIC SCHOOL
REGULAR SCHOOL BOARD MEETING
School Library
Ellsworth, Minnesota
Monday, August 21, 2023
6:00 p.m.**

1. Call to order and roll call.
2. Approve meeting agenda.
3. Approval of minutes of the regular school board meeting on July 17, 2023.
4. Review of student activity fund
5. Administrative Reports
 - 5.1 Principal
 - a. Teacher Workshop
 - b. Handbooks
 - c. Student Count
 - 5.2 Superintendent
 - a. Health Insurance
 - b. Apex
 - c. Daycare & grant update
 - d. Mentorship program
 - e. PLC's
 - f. Lunch staffing update
 - g. Negotiations
6. Financial Reports
 - 6.1 Cash Flow/Budget Report
7. Action Items:
 - 7.1 Consider/approve monthly bills
 - 7.2 Open bids for dairy products
 - 7.3 Approve 23-24 Budget
 - 7.4 Approval to request sealed bids for shed
 - 7.5 Set date for Truth in Taxation hearing
 - 7.6 Athletic Pairing Agreement
 - 7.7 Second Reading of these policies: 404 (Employment background checks), 405 (Veteran's Preference), 407 (Employee right to know - exposure to hazardous substances), 528 (Student parental, family, and marital status nondiscrimination), 529 (Staff notification of violent

behavior by students), 530 (Immunization requirements), 535 (Service animals in schools) & 602 (Organization of school calendar and school day).

7.8 First Reading of these policies: 490.0 (Licensed Employee Retirement Status), 408 (Subpoena of a school district employee), 409 (Employee publications, inst. materials, inventions, & creations), 413 (Harassment & violence), 414 (Mandated reporting of child neglect or physical or sexual abuse), 415 (Mandated reporting of maltreatment of vulnerable adults), 416 (Drug & alcohol testing), 506 (Student discipline), 604 (Instructional curriculum), 605 (Alternative programs), 606 (Textbooks & instructional materials), 624 (Online learning options), 722 (Public data & data subject requests), & 806 (Crisis management policy)

7.8 Personnel

- a. Resignations - Lori Lens - Cook, Patty McClain - Para
- b. Contracts: Judy Peterson - Para, Tabitha DeBerg - Para/Cook, Andrea Gaul - Head Cook

7.10 Donations

- a. CHS - \$4,600
- b.

8. Buildings & Grounds:

- a. Cement for daycare door
- b. Bathrooms update

9. Adjournment

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Monday, July 17, 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, Darcey Groen, & Rachel Kramer.

Visitors present: None

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

A motion was made by Harms and seconded by Jenniges to approve the minutes of the regular meeting held on June 21, 2023 and the minutes of the special meeting held on June 26, 2023. Motion carried.

The Board of Education reviewed the Student Activity Fund.

In the absence of Ms. Labat, Mr. Routh reported on classrooms that may be moved and summer school to be held August 7-18.

Mr. Routh's report included information on lunchtime solutions, an update on daycare and a grant that the district is working on.

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

Darcey Groen presented one additional bill. A motion was made by Jenniges and seconded by Harms to approve the bills with one addition. Motion carried.

There were no dairy bids submitted. Darcey Groen will contact the previous vendor.

A discussion took place regarding the 2023-2024 budget. Mr. Routh will get more information at a later date.

Mr. Routh presented the Long-Term Facility Maintenance Ten Year Plan.
Dustin Lefdal 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 2023-2033. The various components of this plan are attached.

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

And the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

Mr. Routh presented options for a capital operating levy. A discussion took place on the options. The board had a discussion over the phone with PMA on levy options. A motion was made by Lefdal and seconded by Harms to table the capital operating levy until later. A roll call vote was taken. The following voted in favor: Ryan Heikes, Lindsay Jenniges, Dustin Lefdal, Lisa Lynn & Jennifer Harms. The following voted against: None. Randy Buntjer was absent. Motion carried.

Mr. Routh presented the second reading of the following policies: 512: School sponsored student publications & activities, 513: Student promotion, retention and program design, 517: Student recruiting, 518:DNR-DNI orders, 519: Interviews of students by outside agencies, 523: Policies incorporated by reference, 525: Violence prevention, 527: Student use & parking of motor vehicles; patrols, inspections, & searches. A motion was made by Jenniges and seconded by Lynn to approve the second reading of these policies. Motion carried.

Mr. Routh presented the first reading of the following policies: 404: Employment background checks, 405: Veteran's Preference, 407: Employee right to know - exposure to hazardous substances, 528: Student parental, family, and marital status nondiscrimination, 529: Staff notification of violent behavior by students, 530: Immunization requirements, 535: Service animals in schools and 602: Organization of school calendar and school day. A motion was made by Harms and seconded by Jenniges to approve the first reading of these policies. Motion carried.

Mr. Routh presented a contract with Claire Kramer as Preschool Instructor for the 2023-2024 school year. A motion was made by Lynn and seconded by Lefdal to approve the contract with Claire Kramer. Motion carried.

Mr. Routh presented a contract with Erika Bierman as Band/Music Instructor for the 2023-2024 school year. A motion was made by Harms and seconded by Jenniges to approve the contract with Erika Bierman. Motion carried.

Mr. Routh presented a donation from the following:

\$100 - Zion Presbyterian Church for the Elementary Panther Store.

A motion was made by Lefdal and seconded by Harms to accept the donation. 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 8:00 p.m.

Respectfully submitted,

Ellsworth District 514 School Board Clerk