

SCHOOL BOARD MINUTES
Crookston Public Schools
Independent School District #593
Monday, June 26, 2023 – 5:00 p.m.
Crookston High School Choir/Orchestra Room

1. **CALL TO ORDER:**

The meeting was called to order by Chairperson Frank Fee at 5:08 p.m.

Members Present: Dave Davidson, Patty Dillabough, Tim Dufault, Frank Fee, Marcia Meine, Mike Theis

1.1 Pledge of Allegiance

1.2 Visitors/Non-Agenda Items

2. **APPROVAL OF AGENDA:**

2.1 **Additions or Corrections to Agenda:** There were no additions or corrections made to the main agenda:

2.2 **Approval of Agenda:** A motion was made by Member Dufault and seconded by Member Davidson to approve the main agenda as printed.

All voted aye. Motion approved.

3. **FEATURE PROGRAM**

3.1 Introduction of New Staff: Cierra Hangsleben, Middle School Principal; Amy Luckow, Behavior Interventionist; Kelsey Grunewald, Payroll Accountant; Emily Scheresky, Food Service Director – Presented by: Dave Kuehn, Interim Superintendent

4. **CONSENT AGENDA:**

A motion was made by Member Dillabough and seconded by Member Davidson to approve the Consent Agenda which included the following items:

4.1 Approve prior minutes

4.1.1 May 22, 2023 Regular Meeting

4.1.2 June 12, 2023 Special Meeting

4.2 Approve current bills as presented.

4.2.1 Approval of June Bill Run in the amount of \$215,792.45 which included the following amounts:

General:	\$173,203.87
Food Service:	13,942.50
Community Service:	9,413.55
Capital Outlay:	18,574.07
Building Construction:	174.64
Debt Redemption:	<u>483.82</u>

Total: \$215,792.45

BOARD CLERK 
Mike Theis

- 4.3 Personnel Items:
- 4.3.1 Accept resignation letter from Emily Olson, Head Cook at CHS, effective June 2, 2023. (letter on file in DO)
 - 4.3.2 Accept resignation letter from Weston Hanson, HS Science Teacher at CHS, effective June 2, 2023. (letter on file in DO)
 - 4.3.3 Accept resignation letter from Mavis Braaten, Custodian at CHS, effective May 25, 2023. (letter on file in DO)
 - 4.3.4 Accept letter of retirement from Tammy Warcken, Instructional Asst. at HES, effective July 1, 2023. (letter on file in DO)
 - 4.3.5 Approve Employment Contract with Nathan Lubarski, Activities Director for 2023-2024 and 2024-2025 SY.
 - 4.3.6 Approve employment with Brandon Lee as Middle School Social Studies Teacher, at MA Step 1, 1.0 FTE, 183 Days, effective August 29, 2023. This is a newly created position for the new Middle School grades at CHMS.
 - 4.3.7 Approve Letter of Assignment for Don Edlund, Transportation Asst./Bus Driver for 2023-2024 and 2024-2025 SY.
 - 4.3.8 Approve Letter of Assignment for Lennis Fuller, Mechanic/Bus Driver for 2023-2024 and 2024-2025 SY.
 - 4.3.9 Approve summer employment contract with Haley Ellis, Orchestra Teacher, for June 5-Sept. 9, 2023.
 - 4.3.10 Approve summer employment contract with Adrienne Winger, Band Teacher, for June 13-Sept. 9, 2023.
 - 4.3.11 Approve employment with Jaclyn Hubbard, Elementary Teacher, at BA Step 2, 1.0 FTE, 183 days, effective August 29, 2023. Jaclyn was non-renewed earlier this spring, and rehired upon two positions becoming available.
 - 4.3.12 Approve employment with Amanda Wolf, Elementary Teacher, at BA Step 3, 1.0 FTE, 183 days, effective August 29, 2023. Amanda was non-renewed earlier this spring, and rehired upon two positions becoming available.
 - 4.3.13 Approve Letter of Assignment for Emma Morlan, Behavior Intervention Asst. at WES, 8 hours per day, 182 days, at \$20.75 per hour, effective August 29, 2023. This is a newly created position to accommodate the behavioral needs of our students in PK and Kindergarten.
 - 4.3.14 Approve Employment Status Change for Jana Hodgson, Administrative Asst. at HES, from Class B to Class A in the Administrative Assistant group, effective July 1, 2023.
 - 4.3.15 Approve Employment Agreement for Robin Reitmeier, Special Services Admin. Asst/MARSS Coordinator for 2023-2024 and 2024-2025 SY.
 - 4.3.16 Approve Employment Agreement for Marilyn Wahouske, Executive Asst. to the Supt./Human Resources Specialist for 2023-2024 and 2024-2025 SY.

- 4.3.17 Approve Project Manager proposal with Dave Kuehn for upcoming construction projects.
- 4.4 Approve Bread & Milk Bids
 - 4.4.1 Bread Bid will go to Pan-O-Gold Baking Co.
 - 4.4.2 Milk Bid will go to Prairie Farms

All voted aye. Motion approved.

5. **MAIN AGENDA:**

- 5.1 **Policy 516.5:** A motion was made by Member Theis and seconded by Member Meine to approve Policy 516.5, Overdose Medication Policy, as recommended by MSBA (Minnesota School Boards Association).

All voted aye. Motion approved.

- 5.2 **Preliminary Budget:** A motion was made by Member Davidson and seconded by Member Dufault to approve the Preliminary Budget for 2023-2024.

All voted aye. Motion approved.

- 5.3 **Local Literacy Plan:** A motion was made by Member Dufault and seconded by Member Fee to approve the Local Literacy Plan. (see attached document)

All voted aye. Motion approved.

- 5.4 **Approve IOwA:** A motion was made by Member Dillabough and seconded by Member Theis to approve Supt. Randy Bergquist as the Identified Official with Authority (IOwA) for the District.

All voted aye. Motion approved.

- 5.5 **MREA Membership:** A motion was made by Member Meine and seconded by Member Fee to approve membership with MREA for 2023-2024 FY.

All voted aye. Motion approved.

- 5.6 **MSBA Membership:** A motion was made by Member Dufault and seconded by Member Dillabough to approve membership with MSBA for 2023-2024 FY.

All voted aye. Motion approved.

6. **REPORTS:**

- 6.1 **Administrative Reports**
 - 6.1.1 Denice Oliver, WES
 - 6.1.2 Kathy Stronstad, Special Services
 - 6.1.3 Anna Ogaard-Brekken, Food Service
- 6.2 **Superintendent's Report:** Dave Kuehn

BOARD CLERK


Mike Theis

7. **MEETING DATES:**

7.1 The next regular Board of Education Meeting is scheduled for Monday, July 24, 2023 at 5:00 p.m. at the Crookston High School Choir/Orchestra Room.

8. **ADJOURNMENT:**

Chairperson Fee adjourned the meeting at 5:52 pm



Mike Theis, Clerk
Independent School District No. 593