

**SCHOOL BOARD MINUTES**  
**Crookston Public Schools**  
Independent School District #593  
Monday, March 27, 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 5:00 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 Davidson and seconded by Member Dillabough to approve the main agenda as presented.

All voted aye. Motion approved.

3. **CONSENT AGENDA:**

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

3.1 Approve prior minutes

3.1.1 Special Meeting on February 23, 2023

3.1.2 Regular Meeting on February 27, 2023

3.2 Approve current bills as presented in the amount of \$167,878.19 which included the following amounts:

General:	\$129,226.18
Food Service:	25,875.86
Community Service:	2,151.40
Capital Outlay:	9,314.75
Debt Redemption:	1,250.00
Student Activities:	<u>60.00</u>
Total:	\$167,878.19

3.3 Personnel Items:

3.3.1 Approve the employment with Benjamin Parkin as an Elementary Physical Ed. Instructor at HES, 1.0 FTE, at BA +40s, Step 5, 183 Days, effective August 29, 2023. Ben was a .4 FTE instructor this school year and will be replacing Scott Oliver, who was fulfilling a one-year .60 FTE teaching contract.

BOARD CLERK   
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- 3.3.2 Approve the employment with Autumn Hanson as a Middle School Art Instructor at CMHS, 1.0 FTE, at BA Step 4, 183 Days, effective August 29, 2023. Autumn was a .50 FTE instructor this school year and will be replacing Gary Stegman, who was fulfilling a one-year .50 FTE teaching contract.
- 3.3.3 Approve the contract with Jill Carlson as an Independent Contractor Licensed School Psychologist for the remainder of the 2022-2023 school year.
- 3.3.4 Approve the 2022-2023 Seniority List (*see attached*)

All voted aye. Motion approved.

4. **MAIN AGENDA:**

4.1 **Approve Non Renewals:**

4.1.1 Member Tim Dufault introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION  
AND NONRENEWAL OF THE TEACHING CONTRACT  
OF JACLYN HUBBARD, A  
PROBATIONARY TEACHER.

WHEREAS, Jaclyn Hubbard is a probationary teacher in Independent School District No. 593.

BE IT RESOLVED, by the School Board of Independent School District No. 593, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Jaclyn Hubbard, a probationary teacher in Independent School District No. 593, is hereby terminated and non-renewed at the close of the current 2022-2023 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

*NOTICE OF TERMINATION  
AND NON-RENEWAL*

*Ms. Jaclyn Hubbard  
715 Granum Ave. N.  
Fosston, MN 56542*

*Dear Ms. Hubbard:*

*You are hereby notified that at a regular meeting of the School Board of Independent School District No. 593 held on March 27, 2023, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2023-2024 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.*

CLERK:

  
Mike Theis

*You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because of a reduction in staffing at the elementary level.*

*Yours very truly,*

*SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 593  
/s/ Mike Theis  
Clerk of the School Board*

The motion for the adoption of the foregoing resolution was duly seconded by Member Patty Dillabough and upon vote being taken thereon, the following voted in favor thereof: Davidson, Dillabough, Dufault, Theis, Fee, Meine and Theis; and the following voted against the same: none, whereupon said resolution was declared duly passed and adopted.

4.1.2 Member Mike Theis introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION  
AND NONRENEWAL OF THE TEACHING CONTRACT  
OF ASHLEY NIRSCHL, A  
PROBATIONARY TEACHER.

WHEREAS, Ashley Nirschl is a probationary teacher in Independent School District No. 593.

BE IT RESOLVED, by the School Board of Independent School District No. 593, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Ashley Nirschl, a probationary teacher in Independent School District No. 593, is hereby terminated at the close of the current 2022-2023 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION  
AND NON-RENEWAL

*Ms. Ashley Nirschl  
1901 Pirate Drive Apt. 111  
Crookston, MN 56716*

*Dear Ms. Nirschl:*

*You are hereby notified that at a regular meeting of the School Board of Independent School District No. 593 held on March 27, 2023, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2023-2024 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.*

CLERK:   
Mike Theis

*You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because you did not meet reasonable performance expectations of the District.*

*Yours very truly,*

*SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 593*

*/s/ Mike Theis*

*Clerk of the School Board*

The motion for the adoption of the foregoing resolution was duly seconded by Member Patty Dillabough and upon vote being taken thereon, the following voted in favor thereof: Davidson, Dillabough, Dufault, Fee, Meine and Theis; and the following voted against the same: none, whereupon said resolution was declared duly passed and adopted.

4.1.3 Member Patty Dillabough introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION  
AND NONRENEWAL OF THE TEACHING CONTRACT  
OF ADRIANNE WINGER, A  
PROBATIONARY TEACHER.

WHEREAS, Adrienne Winger is a probationary teacher in Independent School District No. 593.

BE IT RESOLVED, by the School Board of Independent School District No. 593, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Adrienne Winger, a probationary teacher in Independent School District No. 593, is hereby terminated and non-renewed at the close of the current 2022-2023 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

*NOTICE OF TERMINATION  
AND NON-RENEWAL*

*Ms. Adrienne Winger  
1307 Walsh St.  
Crookston, MN 56716*

*Dear Ms. Winger:*

*You are hereby notified that at a regular meeting of the School Board of Independent School District No. 593 held on March 27, 2023, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2023-2024 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.*

CLERK:   
Mike Theis

*You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because of a reduction in staffing at the elementary level.*

*Yours very truly,*

*SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 593  
/s/ Mike Theis  
Clerk of the School Board*

The motion for the adoption of the foregoing resolution was duly seconded by Member Marcia Meine and upon vote being taken thereon, the following voted in favor thereof: Davidson, Dillabough, Dufault, Fee, Meine and Theis; and the following voted against the same: none, whereupon said resolution was declared duly passed and adopted.

4.1.4 Member Mike Theis introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION  
AND NONRENEWAL OF THE TEACHING CONTRACT  
OF AMANDA WOLF, A  
PROBATIONARY TEACHER.

WHEREAS, Amanda Wolf is a probationary teacher in Independent School District No. 593.

BE IT RESOLVED, by the School Board of Independent School District No. 593, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Amanda Wolf, a probationary teacher in Independent School District No. 593, is hereby terminated and non-renewed at the close of the current 2022-2023 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION  
AND NON-RENEWAL

*Ms. Amanda Wolf  
30092 380<sup>th</sup> Ave. SW  
Climax, MN 56523*

*Dear Ms. Wolf:*

*You are hereby notified that at a regular meeting of the School Board of Independent School District No. 593 held on March 27, 2023, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2023-2024 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.*

CLERK:   
Mike Theis

*You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because of a reduction in staffing at the elementary level.*

*Yours very truly,*

*SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 593  
/s/ Mike Theis  
Clerk of the School Board*

The motion for the adoption of the foregoing resolution was duly seconded by Member Tim Dufault and upon vote being taken thereon, the following voted in favor thereof: Davidson, Dillabough, Dufault, Fee, Meine and Theis; and the following voted against the same: none, whereupon said resolution was declared duly passed and adopted.

4.2 **Approve New Phone System Purchase:** A motion was made by Member Davidson and seconded by Member Dufault to approve the purchase of a new telephone system for the District from Tech Check in the amount of \$77,613 which includes the hardware and equipment, installation, setup/training, door access and annual licensing.

All voted aye. Motion approved.

4.3 **Approve Resolution of General Obligation Building Bonds:**

Member Tim Dufault introduced the following resolution and moved its adoption, which motion was seconded by Member Dave Davidson:

RESOLUTION RELATING TO \$4,965,000 GENERAL OBLIGATION SCHOOL BUILDING BONDS, SERIES 2023A; AUTHORIZING ISSUANCE, PROVIDING FOR SALE, AND COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND USE THE STATE CREDIT ENHANCEMENT PROGRAM

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 593 (Crookston), Minnesota (the District), as follows:

SECTION 1. **AUTHORIZATION AND ELECTION.** This Board hereby determines it is in the best interests of the District to authorize the issuance and sale of its General Obligation School Building Bonds, Series 2023A in the approximate principal amount of \$4,965,000 (the Bonds), the proceeds to be used to finance the acquisition and betterment of school sites and facilities including, but not limited to, construction of a multiuse facility, as approved by the electors at a special election held on February 14, 2023, pursuant to Minnesota Statutes, Chapter 475.

SECTION 2. **SALE.** The District has retained Ehlers & Associates, Inc., in Roseville, Minnesota (Ehlers), as its independent municipal advisor in connection with the sale of the

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Bonds. Ehlers is authorized to solicit proposals for the purchase of the Bonds in accordance with Minnesota Statutes, Section 475.60, subdivision 2, paragraph (9). The Board shall meet at the time and place specified in the Official Statement for the Bonds to receive and consider such proposals for the purchase of the Bonds.

**SECTION 3. OFFICIAL STATEMENT; PROPOSALS.** Ehlers is authorized to prepare and distribute an Official Statement for the Bonds and to open, read, and tabulate the proposals for presentation to the Board.

**SECTION 4. STATE CREDIT ENHANCEMENT PROGRAM.** (a) The District hereby covenants and obligates itself to notify the Commissioner of the Department of Education of the State of Minnesota (the Commissioner of Education) of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

Upon vote being taken thereon, the following voted in favor thereof:  
Members Davidson, Dillabough, Dufault, Fee, Meine, This

and the following voted against the same:  
None.

whereupon the resolution was declared duly passed and adopted.

4.4 **Approve the Certificate of Compliance for Indian Ed:** A motion was made by Member Dillabough and seconded by Member Dufault to approve the Certified Certificate of Compliance presented by the American Indian Parent Action Committee (AIPAC)

All voted aye. Motion approved.

CLERK:

  
Mike This

5. **REPORTS:**

5.1 **Administrative Reports**

5.1.1 Denice Oliver – WES

5.1.2 Chris Trostad – HES

5.1.3 Matt Torgerson – CHS

5.1.4 Kathy Stronstad – Special Ed

5.2 **Superintendent's Report:** Dave Kuehn

6. **MEETING DATES:**

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

7. **ADJOURNMENT:**

Chairperson Fee adjourned the meeting at 5:49 pm



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Mike Theis, Clerk  
Independent School District No. 593