

		Division of School Finance 400 NE Stinson Blvd. Minneapolis, MN 55413			<b>District Revenues and Expenditures</b> <b>Budget for Fiscal Year (FY) 2023 and FY 2024</b>			ED-00110-46
<b>General Information:</b> Minnesota Statutes 2021, section 123B.10, requires that every school board shall publish the subject data of this report.								
District Name:						District Number:		
Fund	FY 2023 Beginning Fund Balances	FY 2023 Actual Revenues and Transfers In	FY 2023 Actual Expenditures and Transfers Out	June 30, 2023 Actual Fund Balances	FY 2024 Budget Revenues and Transfers In	FY 2024 Budget Expenditures and Transfers Out	June 30, 2024 Projected Fund Balances	
General Fund/Restricted	\$ 763,730	\$ 1,442,415	\$ 1,304,688	\$ 901,457	\$ 1,196,041	\$ 1,192,848	\$ 904,650	
General Fund/Other	\$ 3,752,458	\$ 16,406,402	\$ 16,544,575	\$ 3,614,285	\$ 16,768,149	\$ 16,785,900	\$ 3,596,534	
Food Service Fund	\$ 524,071	\$ 1,016,978	\$ 963,202	\$ 577,848	\$ 973,882	\$ 960,234	\$ 591,496	
Community Service Fund	\$ 104,958	\$ 895,071	\$ 739,475	\$ 260,554	\$ 738,651	\$ 735,384	\$ 263,821	
Building Construction Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Debt Service Fund	\$ 176,596	\$ 1,087,813	\$ 1,057,996	\$ 206,413	\$ 1,083,078	\$ 1,059,026	\$ 230,465	
Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Internal Service Fund	\$ 118,450	\$ 106,542	\$ 89,050		\$ 105,000	\$ 92,000	\$ -	
* OPEB Revocable Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
OPEB Irrevocable Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
OPEB Debt Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total - All Funds</b>	<b>\$ 5,440,262</b>	<b>\$ 20,955,221</b>	<b>\$ 20,698,986</b>	<b>\$ 5,560,556</b>	<b>\$ 20,864,801</b>	<b>\$ 20,825,392</b>	<b>\$ 5,586,965</b>	
<b>Long-Term Debt</b>		<b>Current Statutory Operating Debt per Minnesota Statutes, section 123B.81</b>						
Outstanding July 1, 2022	\$ 5,270,500	Amount of General Fund Deficit, if any, in excess of 2.5% of expenditures 06/30/2023						
Plus: New Issues	\$ 16,481							
Less: Redeemed Issues	\$ 1,008,782							
Outstanding June 30, 2023	\$ 4,278,199	<b>Cost per student - Average Daily Membership (ADM) 06/30/2023</b>						
<b>Short-Term Debt</b>		Total Operating Expenditures						
Certificates of Indebtedness	\$ -	FY 2023 Total ADM Served + Tuitioned Out ADM + Adjusted Extended ADM						
Other Short-Term Indebtedness	\$ -	FY 2023 Operating Cost per ADM						
<b>The complete budget may be inspected upon request to the superintendent.</b>								
<b>Comments:</b>								

\* Other Post-Employment Benefits (OPEB)

P-52-1B

**ORDINANCE NO. 12-14-2023**  
**AN ORDINANCE SUMMARIZING AND REAFFIRMING FEES FOR CITY LICENSES, PERMITS AND SERVICES, ESTABLISHING A SCHEDULE OF FINES, AND PROVIDING FOR SUBSEQUENT REVIEW, MODIFICATION AND AMENDMENT**

**THE CITY COUNCIL OF THE CITY OF MELROSE, STEARNS COUNTY, MINNESOTA HEREBY ORDAINS: SECTION 1. RECITALS.**

A. The Melrose City Code establishes certain fees which can be set from time to time by the City Council, and  
 B. The City Council has determined it is in the best interests of the citizens of the City to establish a master fee schedule to ensure that established fees for licenses, permit, services and fines are fair, reasonable, and proportionate to the actual cost of the circumstance for which the fee is imposed.

**SECTION 2. FEE AND FINE SCHEDULE.** Exhibit A shall be the fee and fine schedule for the City of Melrose and is available at the City Administration Office.

**SECTION 3. FEES AND FINES NOT COVERED.** Any fee or fine previously established, but not included in Exhibit A, shall continue in full force and effect.

**SECTION 4. AMENDMENT.** The City Council of Melrose reserves its authority to, from time to time, review the attached schedule of fees and fines and to make such additions, deletions, or modifications as it deems necessary and appropriate.

**SECTION 5. EFFECTIVE DATE.** This Ordinance shall become effective from and after due passage and enactment and publication according to law.

Adopted by the City Council this 14th day of December 2023.

JOE FINKEN, MAYOR  
 CITY OF MELROSE

ATTEST:  
 PATRICIA HAASE, CITY CLERK  
 Published in the Melrose Beacon on the 27th day of December 2023.

P-52-1B

**City of Freeport**  
**City Summary Budget Statement**

The purpose of this report is to provide summary 2024 budget information concerning the City of Freeport to interested citizens. The budget is published in accordance with Minnesota Statutes Section 471.6965. This budget is in summary form. The complete budget may be examined at Freeport City Hall, 125 Main Street East, Freeport MN 56331. The City Council approved this budget on December 22, 2023.

**Governmental Funds Adopted Budget**

Budgeted Governmental Funds (General)	2023 Budget	2024 Budget
<b>Revenues:</b>		
Property Taxes	\$ 254,968	\$ 272,130
Other Taxes	3,000	5,000
Licenses and Permits	13,400	14,900
Intergovernmental	130,503	130,595
Charges for Services	150	150
Fines and Forfeits	1,000	1,000
Interest Earnings	4,000	4,000
Miscellaneous	2,700	3,500
Other Financing Sources	90,500	90,500
<b>Total Revenues</b>	<b>500,221</b>	<b>521,775</b>
<b>Expenditures:</b>		
Current:		
General Government	152,450	161,000
Legislative (Council/Board)	5,151	4,776
Executive (Mayor/Manager)	3,248	3,248
Clerk	85,145	90,287
Elections	4,400	4,400
Auditor	15,400	20,000
Assessor	4,900	4,900
Planning & Zoning	750	750
Building Official	4,300	4,000
Fire & Rescue	44,805	46,687
Civil Defense	-	-
Public Works	92,012	94,467
Highways, Streets, & Roads	54,910	55,910
Street Lighting	21,200	21,700
Recreation	-	-
Parks	11,550	9,650
<b>Total Expenditures</b>	<b>500,221</b>	<b>521,775</b>
<b>Increase (Decrease) in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Property Tax Levy - All Funds</b>	<b>\$ 573,968</b>	<b>\$ 621,130</b>

**Regular School Board Minutes - Melrose Area Public Schools - Monday, November 27, 2023**

Chair Heller called the meeting to order at 6:30 pm. The Pledge of Allegiance was recited. The following members were present: Chair Heller, Vice-Chair Dufner, Treasurer Heidgerken, Clerk Feldewerd, Director Uphoff, Director Poepping & Director Seanger. Also present were: Superintendent Winter, Business Manager Uittenbogaard, Principal Pearson, Principal Doetkott & Principal Anderson.

Vice-Chair Dufner moved, with a second by Director Uphoff, to approve the amended agenda. The FY23 Audit is tabled until the December meeting. The Motion was unanimously approved.

Nothing to report on the Open Forum. No action was taken. Board Reports were given. No action was taken.

Administrative Reports were given. No action was taken. Curriculum Coordinator Reller gave an update on Curriculum. No action was taken.

A first review of Policy 509 - Enrollment of Nonresident Students was held. No action was taken.

A first review of Policy 516.5 - Overdose Medication was held. No action was taken.

A first review of Policy 534 - School Meal Policy was held. No action was taken.

A first review of Policy 602 - Organization of School Calendar & School Day was held. No action was taken.

Treasurer Heidgerken moved, with a second by Vice-Chair Dufner to approve the following Consent Agenda items:

- October 23, 2023 School Board Minutes
- November 16, 2023 Special School Board Minutes
- Bills & Wire Transfers in the amount of \$1,668,428.07
- New Hire - Stephanie Uittenbogaard

- Business Manager - District - Full time Effective 11-13-23
- New Hire - Egan Schmol - Booth Tech - High School - Part time - Effective 10-30-23
- New Hire - Julie Berscheit - Food Service Asst. - High School - Part time - Effective 11-13-23
- New Hire - Sara Coltvett (MA30 - Step 13) - ECSE Teacher - Elementary - Part time - Effective 11-10-23
- New Hire - Paul Hiltner (Step 1) - Custodian - District - Full time - Effective 11-16-23
- New Hire - Holly Scholz (Step 1) - GBB Coach - Middle School - Part time - Effective 1-2-24
- New Hire - Alyssa Hoeschen (Step 1) - Asst. Sync Swim Coach - High School - Part time Effective 3-11-24
- New Hire - Robert Anderson (Step 12) - Asst. Wrestling Coach - High School - Part time Effective 11-20-23
- Resignation - Lenore Jenc - Food Service Asst. - High School - Part time - Effective 10-17-23
- Resignation - Anne Fischer - Paraprofessional - High School - Full time - Effective 11-6-23
- Resignation - Evan Reller - Asst. Track Coach - High School - Part time - Effective 10-25-23
- Resignation - Chuck Noll - Co-Head Football Coach - High School - Part time - Effective 11-5-23
- Resignation - Ryan Moscho - Football Coach - Middle School - Part time - Effective 11-17-23
- Resignation - Teresa Schad - Asst. Speech Coach - High School - Part time - Effective 11-20-23
- Lane Change - Lindsay Anderson (MA30 to MA45) - Teacher - High School - Full time - Effective 9-1-23
- Lane Change - Renee Bauer (MA to MA25) - Teacher - High School - Full time - Effective 9-1-23
- Lane Change - Megan Berg (BA45 to MA45) - Teacher - Middle School - Full time - Effective 9-1-23
- Lane Change - Tracy Berscheit (MA to MA25) - Teacher - Elementary - Full time - Effective 9-1-23
- Lane Change - Kaitlyn Bosl (MA to MA30) - Teacher - Elementary - Full time - Effective 9-1-23
- Lane Change - Sara Christenson (MA to MA45) - Teacher - Elementary - Full time - Effective 9-1-23
- Lane Change - Nicky Depute (MA30 to MA45) - Teacher - Elementary - Full time - Effective 9-1-23
- Lane Change - Alicia Elfering (MA to MA45) - Teacher - Middle School - Full time - Effective 9-1-23
- Lane Change - Sara Engelmeyer (MA to MA15) - Teacher - High School - Full time - Effective 9-1-23
- Lane Change - Lindsey Gruber (MA to MA15) - Teacher - High School - Full time - Effective 9-1-23

- Lane Change - Cheryl Hellermann (MA to MA15) - Teacher - High School - Full time - Effective 9-1-23
- Lane Change - David Hoyt (MA to MA15) - Teacher - Middle School - Full time - Effective 9-1-23
- Lane Change - Brian Krause (MA15 to MA30) - Teacher - Middle/High School - Full time Effective 9-1-23
- Lane Change - Amanda Mackedanz (BA45 to MA) - Teacher - Elementary - Full time - Effective 9-1-23
- Lane Change - Caitlin Mayo (MA15 to MA30) - Teacher - Middle School - Full time - Effective 9-1-23
- Lane Change - Mikayla Meece (BA to BA30) - Teacher - Elementary - Full time - Effective 9-1-23
- Lane Change - Clarissa Meyer (MA to MA15) - Teacher - Elementary - Full time - Effective 9-1-23
- Lane Change - Jenna Peterson (MA15 to MA45) - Teacher - Middle School - Full time - Effective 9-1-23
- Lane Change - Jake Pundsack (BA15 to BA30) - Teacher - Middle School - Full time - Effective 9-1-23
- Lane Change - Matt Taffe (BA15 to MA30) - Teacher - Middle School - Full time - Effective 9-1-23
- Lane Change - Chelsey Traut (BA30 to MA45) - Teacher - High School - Full time - Effective 9-1-23
- Lane Change - Spencer VanBek (BA to BA30) - Teacher - Elementary - Full time - Effective 9-1-23
- Lane Change - Emily Welle (MA to MA45) - Teacher - Elementary - Full time - Effective 9-1-23
- Lane Change - Emily Zachmann (MA15 to MA30) - Teacher - Elementary - Full time - Effective 9-1-23
- Addl Coach - BBB JV Coach

The Motion was unanimously carried. Director Uphoff moved, with a second by Director Poepping, to approve the Treasurer's Report. The Motion was unanimously carried. Treasurer Heidgerken moved, with a second by Vice-Chair Dufner, to approve the following donations:

- 10-26-23 - Glen & Sadie Frericks - High School - Wrestling - \$1,000.00
- 11-3-23 - Centre Mat Youth Wrestling Club - High School - Wrestling for Phy-ed wrestling unit - \$3,000.00
- 11-6-23 - Leedstone/Zoetis Donation - High School - FFA - \$250.00
- 11-14-23 - Melrose Lions - High School - HUDL - \$5,000.00
- 11-14-23 - Felling Trailers Inc. - High School - Worked with basic welding students - \$200.00
- 11-15-23 - MAPS to Food Shelf - District - Turkeys - \$98.80
- 11-16-23 - True North Marketplace - High School - Renaissance - Gold Card - 50% off specialty drink, Purple Card 25% off specialty drink, White Card 10% off specialty drink

• 11-16-23 - Jitters Java Cafe - High School - Renaissance - 10% discount for all cards

• 11-16-23 - Main Street Theatre - High School - Renaissance - Gold Card \$2.00 Discount off Admission, Purple Card \$1.00 Discount off Admission, What Card \$1.00 Discount Off Admission

• 11-16-23 - American Legion 101 - High School - Renaissance - \$200.00

• 11-16-23 - Freepport Screen Printing Inc. - High School - Renaissance - \$200.00

• 11-16-23 - CAP Enterprises of Melrose, Inc. - High School - Renaissance - \$50.00

• 11-16-23 - Melrose Lions - High School - Renaissance - \$1,500.00

• 11-16-23 - St. Rosa Jaycees - High School - Renaissance - \$100.00

• 11-16-23 - Jim's Wholesale Inc. - High School - Renaissance - \$25.00

• 11-16-23 - Commercial Contractors Co. Inc. - High School - Renaissance - \$250.00

• 11-16-23 - Famo Feeds - High School - Renaissance - \$25.00

• 11-16-23 - Freepport Electric Inc. - High School - Renaissance - \$100.00

• 11-16-23 - Kraemer Lumber Inc. - High School - Renaissance - \$100.00

• 11-16-23 - Midwest Dental - High School - Renaissance - \$100.00

• 11-16-23 - Leedstone Inc. - High School - Renaissance - \$100.00

Upon a roll call vote those voting in favor thereof: Chair Heller, Vice-Chair Dufner, Clerk Feldewerd, Treasurer Heidgerken, Director Uphoff, Director Poepping & Director Seanger.

Those voting against the same: None

The Motion was unanimously carried.

Director Uphoff moved, with a second by Director Seanger, to approve the Resolution Combining Polling Places. The Motion was unanimously carried.

Vice-Chair Dufner moved, with a second by Director Uphoff, to approve Stephanie Uittenbogaard's Contract for the 2023-24 & 2024-25 school years. The Motion was unanimously carried.

Director Uphoff moved, with a second by Treasurer Heidgerken, to approve Wendy Barutt's Notice of Assignment for the 2023-24 & 2024-25 school years. The Motion was unanimously carried.

Vice-Chair Dufner moved, with a second by Director Uphoff, to adjourn the meeting at 7:25 pm.

Becky Felderwerd, Clerk

P-52-1B

**PROBATE NOTICE**

STATE OF MINNESOTA  
 COUNTY OF STEARNS  
 DISTRICT COURT  
 SEVENTH JUDICIAL DISTRICT  
 Court File No:  
 73-PR-23-9597

**NOTICE OF AND ORDER FOR HEARING ON PETITION FOR FORMAL PROBATE OF WILL AND APPOINTMENT OF PERSONAL REPRESENTATIVE AND NOTICE TO CREDITORS**

In Re Estate of  
 Arthur Peter Roehrl,  
 aka Arthur P. Roehrl,  
 aka Arthur Roehrl,  
 Decedent.

It is Ordered and Notice is given that on January 12, 2024, at 8:45 a.m., a hearing will be held in this Court at St. Cloud, Minnesota, on a petition for the formal probate of an instrument purporting to be the Decedent's Will dated May 3, 2021, and for the appointment of Joseph A. Roehrl, whose address is 504 - 8th St NW, Melrose, MN 56352 as personal representative of the Decedent's estate in an unsupervised administration.

Any objections to the petition must be raised at the hearing or filed with the Court prior to the hearing. If the petition is proper and no objections are filed or raised, the personal representative will be appointed with the full power to administer the Decedent's estate, including the power to collect all assets; pay all legal debts, claims, taxes, and expenses; sell real and personal property; and do all necessary acts for the Decedent's estate.

Notice is further given that, subject to Minn. Stat. § 524.3-801, all creditors having claims against the Decedent's estate are required to present the claims to the personal representative or to the Court within four months after the date of this notice or the claims will be barred.

**BY THE COURT**  
 Dated: 12/8/2023  
 /s/ Kris H. Davick-Halfen  
 Judge of District Court

Dymoke Law Office, P.A.  
 Scott E. Dymoke  
 MN# 219174  
 300 Riverside Avenue NW  
 P.O. Box 127  
 Melrose, MN 56352  
 Telephone: (320) 256-4205  
 Facsimile: (320) 256-7201  
 e-mail: sedymoke@meltel.net

P-51-2B



Unadopted Minutes
REGULAR SCHOOL BOARD MEETING
Albany Area Schools – ISD #745
District Office Board Room
December 13, 2023

1. Call to Order
The meeting was called to order by Vice Chair Hansen at 6 p.m.
2. Roll Call
Present: Hansen, Sand, Rueter, Sands, Carbajal, Dirkes Late:
Absent: Kreuzer
3. Public Forum
4. Agenda – Additions and Deletions
Remove 8.8 - Moved to January Work Session
Add 8.11 - January 2024 Reorganizational Meeting
5. Approvals
5.1 Previous Meeting Minutes
Motion by Carbajal, seconded by Sands, to approve the November 8, 2023, Regular Meeting minutes and the November 29, 2023, Work Session minutes as presented. Supported by all present.
5.2 Cash Flow Reports – October 2023
Motion by Carbajal, seconded by Dirkes, to approve the October 2023 Cash Flow Reports as presented. Supported by all present.
5.3 Acceptance of Gifts and Donations
Member Carbajal introduced the Resolution Accepting Donations and moved for its adoption.
The School Board of Albany Area Schools, ISD 745, identified below:
gratefully accepts the following donations as identified below:

Table with 3 columns: Donor, Item, Designated Purpose (if any). Lists various donors and their contributions to different school programs like Robotics, Supermileage, and Scholarships.

Member Sands seconded the resolution and upon vote being taken thereon,
The following voted in favor of: All present (Hansen, Sand, Rueter, Sands, Carbajal, Dirkes)
And the following voted against: None
Absent: Kreuzer
Whereupon said resolution was declared duly passed and adopted.

6. Consent Agenda
AFT:
Joshua Tinklenberg - Secondary Full-time Substitute Teacher
AFT Lane Change:
Leanne Stephens - MA Step 10 to MA
AESP:
Juan Becerra - Secondary PT Evening Custodian
AESP SpEd Differential Pay:
Laura Nathan, Shannon Dustin
LOA Request:
One
Coaching/Advisors:
Melissa Abraham - Assistant Softball Coach
Kids Company:
Brooke Bauer - Kids Company Aide
Morgan Ramler - Kids Company Aide
Jaelyn Stangler - Kids Company Aide
Community Education:
BECC Supervisor - Sierra Hickman
Computer Science Club - Patty Peschel
MS Knowledge Bowl - Brittany Brinkman
Basic Life Support - Renae Illies
BEAT Tech Assistant - Kaylin Fischer, Jessica Ruegemer
HSP/Fundamentals - Aaron Schwenzfeier, Kylan Gerads
Resignations/Retirements:
Scott Daninger - Assistant Varsity Track Coach, effective November 15, 2023
Brooke Wiechmann - AVE Administrative Assistant, effective December 22, 2023
Kathy Conrad - AVE Fourth Grade Teacher, Head Cross Country and Track & Field Coach, effective June 10, 2024
Darcy Marsolek – ALE Paraprofessional, effective December 26, 2023

Debbie Moritz – ALE Administrative Assistant, effective January 2, 2024
Request for Severance:
Kathy Conrad - AFT
The following checks were issued in paying claims: Wire transfers and checks 106348 - 106605
Expenditures:
01 General Fund \$1,294,350.30
02 Food Services \$169,070.99
04 Community Services \$46,690.49
06 Building Construction \$2,051,054.41
Motion by Carbajal, seconded by Rueter to approve the December 2023 Consent Agenda as presented. Supported by all present.

7. Reports
7.1 Purple Pride
8. Business
8.1 Truth in Taxation
Director of Business Services, Sue Clemen, presented the Truth in Taxation hearing.
8.2 Certify Levy
Motion by Carbajal, seconded by Dirkes, to approve the Levy Limitation and Certification 2023 Payable 2024 with the certified amount \$6,464,274.98. Supported by all present.
General Fund \$2,896,754.10
Community Service \$142,620.69
General Debt Services \$3,424,900.19
8.3 Approve the 2022-2023 Audited Financial Statements
Motion by Carbajal, seconded by Sand, to approve the Annual Financial Statements as presented. Supported by all present.
8.4 Approve 2023-2024 Budget Revisions
Motion by Carbajal, seconded by Sands, to approve the Revised 2023-2024 Budget as presented. Supported by all present.
8.5 Enrollment Report
8.6 Open Enrollment Resolution
Member Carbajal introduced the Resolution to Limit the Enrollment of Nonresident Pupils and moved its adoption. The motion for the adoption of the resolution was duly seconded by Member Sands and, upon vote being taken thereon,
The following voted in favor thereof: All present (Hansen, Sand, Rueter, Sands, Carbajal, Dirkes)
And the following voted against the same: None
Whereupon said resolution was declared duly passed and adopted.
8.7 Memorandum of Understanding Regarding Employee Intermittent Leave Request
Motion by Carbajal, seconded by Dirkes, to approve the MOU as presented. Supported by all present.
8.8 Overnight or Extended Trip Request Approvals Removed from agenda.
8.8.1 Europe Trip
8.8.2 Marching Band Trip to New Orleans
8.8.3 Spanish Trip to Costa Rica
8.9 Contracted Services for Transportation
Motion by Carbajal, seconded by Dirkes, to move forward into contract negotiations with 4.0 Bus Company.
8.10 School Board Policies - Third Read
8.10.1 413 Harassment and Violence
8.10.2 616 School District System Accountability
8.10.3 620 Credit for Learning
8.10.4 624 Online Instruction
8.10.5 708 Transportation of Nonpublic School Students
8.10.6 709 Student Transportation Safety Policy
8.10.7 806 Crisis Management Policy
8.10.8 431 Classified Substitute Policy
8.10.9 450 Substitute Teacher Policy
Motion by Carbajal, seconded by Sand, to approve the third read school board policies as presented. Supported by all present.
8.11 January 2024 Reorganizational Meeting
The January 2024 Reorganizational Meeting will be held on January 3, 2024, due to school board members attending the Minnesota School Boards Association conference. Motion by Carbajal, seconded by Dirkes to move the January meeting date. Supported by present.

9. Committee Reports
9.1 BEAT Committee Meeting
9.2 Finance & Facilities Committee Meeting
9.3 SEE Executive Board Meeting
10. Superintendent Report
The district website is in the process of being moved to a new management company. At that time, the site will undergo a redesign as it has been over 5 years since the last review. The focus will be on simplifying the website with an emphasis on usability by parents. A survey will be sent to a focus group of parents to help the team best determine the items that should be most accessible.
The Project Oversight Committee approved a significant amount of change orders last month. A few discoveries in the dirt work process will likely lead to additional change orders. ICS is working with administration to look for grants available that may off-set costs for these changes.
There is \$400,000 budgeted for ‘fixtures and furniture’ at the ELC. Administration is working to identify the furniture needs for the ELC in order to ensure it is ordered in time for a summer delivery.
The Superintendent gave an update on the Early Learning Center Building Project. The administrative team toured the facility on Monday, December 11. Most of the internal walls have been framed and main electrical work was expected to be wrapped up this week. The overall project timeline has not changed, despite some early delays at the state level.
11. Adjournment
Agenda completed at 7:33 p.m, a motion to adjourn was made by Member Carbajal, seconded by Member Rueter. Supported by all present.

Amy Sand, Clerk
P-52-1B

Holdingford School Board Briefs

The Truth in Taxation Hearing 2023 payable 2024 was opened at 6:00 PM. Business Manager Garrity Gerber presented the Annual Truth in Taxation information which included information on state funding, local levy and overall revenues and expenditures of the district. Mr. Gerber explained the proposed Levy is an increase of .6%. Mr. Gerber entertained questions and the Hearing was closed at 6:15 PM.
The Holdingford School Board held their regular meeting on December 20, 2023 following the T & T Hearing. Members present Ed Feia, Lori Opatz, Rob Knettel, and Pat Meier. Also attending was: Superintendent Chris Swenson, Business Manager Garrity Gerber, Secondary Principal Kevin Beehler, Adm. Assistant Linda Zapzalka and BSED Director Erin Dohrman.
Chair Feia called the meeting to order, the pledge was recited, and the amended agenda was approved.
The consent agenda was approved. Items in the consent agenda included: approval of the minutes from 11/15/2023 Board meeting and 11/15/23 Special meeting; approval of the schedule of bills in the amount of \$346,423.09 computer checks approved #55213 through #55381 and \$8,874.44 for checks #30789 through #30814; approval of the electronic transfer for November 2023, \$1,696,114.14; acknowledgement of the Treasurer’s Report balance per books is \$6,612,684.51; approval of Winter Com. Ed. Instructors; authorized hiring Dan Talberg for 7th grade Girls Basketball at cat. 8 step 10; approval to add 15 min. to Para Lori Arceneau’s start time and 15 min to the start and end of Para’s Emma Hartung and Melissa Hartungs day all retroactive to the start of the 20213-2024 school year; approve lane change for Jill Schmitt from MS20 to MS30 effective at the start of qtr. 3; approve lane change for Hannah Carlson from MS to MS10 effective at the start of qtr. 3; and accepted the following donations: \$1500 to FFA from the FFA alumni, \$1,136.24 in Coborn’s cash to be split between the High School and Elementary principal activity accounts, \$3,250 from the American Legion to Elementary Social Worker fund for Christmas Gifts to identified students, \$50 from Pleasureland to the HS principal activity account, \$453.85 from PTA to fund the Fall Festival and Preschool Picnic, \$1,500 from the city of Holdingford to Community Education, \$500 from Magnifi Financial to the HS principal activity fund, \$20,000 from the Booster Club. The Board Chair on behalf of the Administration & Board thanked all of the donors for their support and generosity!
Reports:
Superintendent Swenson introduced Erin Dohrman Director of Benton Stearns Ed District. Ms. Dohrman presented an overview of what Benton Stearns Education District’s purpose is, who they serve, a brief history, and how their funding is derived. She also explained they have a Board with policies and procedures very similar to a school district and their goal is always to get the students back to their serving district.
Superintendent Swenson reported negotiations are completed and that all individuals and groups have settled. He explained the Read Act is work in progress with the main portion affecting the K-6 staff and students. In January staff will start to be trained. Mr. Swenson then presented certificates and congratu-

lated Members Opatz and Meier for their completion of all four of the MSBA Phase Trainings. He also presented certificates and congratulated Members Opatz and Meier for earning 100 points from MSBA sponsored sessions to improve individual performance. Board Member Ebnet was also acknowledged for receiving the 100 points award. Lastly Mr. Swenson acknowledged and thanked donating organizations, counselors, social workers and other staff involved in assisting families with holiday help.
Student Board Rep Jada Mosey talked about the food selection available in the concession stand for students who don’t have time to go home for dinner between after school activities and evening events. After discussion, the consensus is that there is work being done to provide more of a selection in the near future.
Secondary Principal Beehler reported on winter concerts, activity events, the blood drive and the fun dress up days throughout December as well as the staff appreciation events. Looking ahead he is starting to plan class schedules and changes for next school year. Mr. Beehler informed the Board that the student cell phone policy is going to be looked at with possible changes for next school year. Discussion ensued on cell phone pros and cons. Mr. Beehler will keep the Board informed as decisions are considered.
Business Manager Gerber reported the revenues and expenditures are trending very close to the budget and he will present a revised budget at the February meeting. He informed the Board that the Business Office will focus on HR things in 2024 to implement all the new legislative changes that take effect starting in January.
Other agenda items at the November 16, 2023 meeting included:
Business Items:
• Mr. Gerber presented the Tax Levy summary. The Levy amount will be an increase of .6%. Certified the Tax Levy 2023, payable 2024 at \$2,637,216.74.
• Adopted the Resolution Establishing Combined Polling Places For Multiple Precincts And Designating Hours During Which The Polling Place Will Remain Open For Voting For School District Elections Not Held On The Day Of A Statewide Election.
• The meeting continued with discussion on supervision of after-school activities. Mr. Swenson reported that there has not been any changes in many years on the stipend for the Supervisor. The consensus is to increase the stipend to \$65 per event.
• First reading of Policy 606.5 was deleted from the agenda per the addendum.
• The meeting continued with the first reading of Policies 413 Harassment And Violence and 507 Corporal Punishment And Prone Restraint.
• Approved the revision to Policy 506 Student Discipline.
• Mr. Swenson informed the Board that MSBA had the incorrect statute # in the revision of Policy 620 and he would like to hold off on the approval until the correct statute # is confirmed. No action taken.
• Discussion on Board Committee Assignments for 2024 took place. Pat Meier is willing to take on the BSED committee.
Personnel Items:

• Approved the 2023-2024 & 2024-2025 Work Agreement with the Health Office Assistant Kaitlyn Thell.
• Approved the 2023-2024 & 2024-2025 Work Agreement with the District Administrative Assistant Linda Zapzalka.
• Approved the 2023-2024 & 2024-2025 Work Agreement with the Elementary Principal Jim Stang.
• Approved the 2023-2024 & 2024-2025 Work Agreement with the Custodians.
• Approve the 2023-2024 & 2024-2025 Work Agreement with Education Holdingford.
• Hired Melyssa Sakry for a First Grade Teacher LTS.
• Approved the 2023-2024 & 2024-2025 Work Agreement with Dean/Activities Director Jason Bruns.
• Approved lane change for Nathan Anderson from BS10 to BS20 to be effective at the start of Quarter 3.
• Approved lane change for Carrie Jendro from BS10 to BS20 to be effective at the start of Quarter 3.
A review of the upcoming meeting dates took place.
Special meeting to seat new Board Members Jan. 8, 2024 @ 5:00 PM in BoardRoom.
MSBA Leadership Conference in Minneapolis Jan. 11 & 12, 2024.
Organizational School Board meeting January 17, 2024 @ 6:00 PM in HS Meeting Rm.
This article is a summary of the minutes. The full text is available for public inspection at the District Office or online at http://www.isd738.org/school-board-meeting-agendasminutes.html.
Special School Board Minutes - Melrose Area Public Schools Monday, December 4, 2023
Chair Heller called the meeting to order at 6:30 pm. The Pledge of Allegiance was recited. The following members were present: Chair Heller, Vice-Chair Dufner, Director Uphoff, and Clerk Feldewerd & Director Seanger. Also present were Mr. Winter. The following members were absent: Director Poepping & Treasurer Heidgerken.
Vice Chair Dufner moved, with a second by Director Seanger, to approve the agenda. The Motion was unanimously carried.
Vice Chair Dufner moved, with a second by Director Seanger to Deny the grievance presented by MFT. The Motion was unanimously carried.
Director Uphoff moved, with a second by Director Seanger to adjourn the meeting at 6:58 pm. The Motion was unanimously carried.
Becky Feldewerd, Clerk
P-52-1B

MELROSE TOWNSHIP NOTICE OF ELECTION FILING
Affidavits of Candidacy for Melrose Township may be filed with the clerk starting January 2, 2024, and will close on January 16, 2024, for the March 12, 2024, election. Offices open are:
One Supervisor for a 3-year term
Hours for filing for office on the final day are 1 p.m. to 5 p.m. Please contact the clerk with any questions and/or for additional information at 320-256-7173. There is a filing fee of \$2.00.
/s/ Cecilia Tylutki
Melrose Township Clerk
P-51-2B