

**Unadopted Minutes
REGULAR BOARD MEETING
Albany Area Schools – ISD #745
District Office Board Room
September 11, 2024**

1. Call to Order
The meeting was called to order by Chair Kreuzer at 6:00 p.m.

2. Roll Call
Present: Kreuzer, Sand, Henkelman, Sands, Hansen, Rueter, Dirkes
Late:
Absent:

3. Public Forum

4. Agenda – Additions and Deletions

5. Approvals

5.1 Previous Meeting Minutes
Motion by Sands, seconded by Henkelman, to approve the August 14, 2024, Regular Meeting minutes and the August 28, 2024, Work Session meeting minutes as presented. Supported by all present.

5.2 Cash Flow Reports – July 2024
Motion by Rueter, seconded by Hansen, to approve the July 2024 Cash Flow Reports as presented. Supported by all present.

5.3 Acceptance of Gifts and Donations
Member Sand introduced the Resolution Accepting Donations and moved for its adoption. The School Board of Albany Area Schools, ISD 745, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
CentraCare	\$500.00	2024-2025 BEAT Performing Arts Series
Blattner	\$5,000.00	2024-2025 BEAT Performing Arts Series
Stearns Bank	\$2,500.00	2024-2025 BEAT Performing Arts Series
Don & Stella Beuning	\$20,000.00	Scholarship
Avon CAPS	\$453.00	Movie License - Avon
Albany Band Boosters	\$150.00	Middle School Music
Huskie Booster Club	\$1,000.00	Med Bag Supplies
Tom & Sue Clemen	\$500.00	2024-2025 BEAT Performing Arts Series
City of Avon	\$710.00	Community Ed Summer Recreation

Member Rueter seconded the resolution and upon vote being taken thereon, The following voted in favor of: All
And the following voted against: none
Absent: none

Whereupon said resolution was declared duly passed and adopted.

6. Consent Agenda

AFT Lane Change Request:
John Kleppe - MA+15 Step 10 to MA+30 Step 10
Emily Schmitt - BA+15 Step 5 to MA Step 6
Aileen Swenson - MA Step 10 to MA+15 Step 10
Michelle Possin - MA+15 Step 10 to MA+30 Step 10
Rachel Tessier - BA/BS Step 10 to BA/BA +30 Step 10
Greta Noska - BA/BS Step 10 to BA/BS+15 Step 10
Mariah Benn - MA Step 10 to MA+15 Step 10

AESP:
Hailey Stommes - AVE K-5 Paraprofessional
Sutton Amberg - ELC Media Paraprofessional
Marci Rich - AMS Paraprofessional
Catherine Mitchell - AVE Paraprofessional
Brittany Ethen - ALE Paraprofessional
Amber Sand - AVE EC Paraprofessional
Shanti Eekhoff - AMS Paraprofessional
Benjamin Ahles - Secondary FT Custodian/Grounds
Christine Miedema - AHS Paraprofessional
Christine Rudnick - AHS Paraprofessional
Natalia Degler - ALE FT Custodian

AESP Staff Transfer:
Traci Vogel - AMS Paraprofessional to ALE
Gina Becker - AVE Paraprofessional to ELC
Rita Buermann - AVE Paraprofessional to ELC

At Will Contracts:
Nancy Stalboerger - Concessions Coordinator

LOA Requests:
Two

Coaches/Advisors:
Amanda Austin - JH Volleyball Coach
Kristin Wolford - JH Volleyball Coach
Jeremy Miller - Assistant Wrestling Coach
Brian Schneider - JH Football Coach

Kids Company:
Hope Anderson - Kids' Company Aide
Kelsey Lobitz - Kids' Company Aide

Community Education:
BECC Supervisor - Allison Hoffman, Eli Suchy, MaKara Miller, Carson Tschida, Aubrey Driggins
BEAT Tech - John Kleppe, Mya Justin, Kristin Stang
HSP/Fundamentals - Aaron Schwenzfeier, Peter Maas
Football Camp - Jim Mader, Brian Bierbaum, Mike Kleinschmidt, Dave Huberty, Zach Dingmann, Jake Gagne, Todd Kuhn, Mike Ellingson

Resignations:
Janine Welle - Secondary Food Service Aide, effective August 29, 2024
Vicki Pfeffer - ALE Teacher, effective end of 2024-2025 school year
Laura Nathan - ALE Paraprofessional, effective August 14, 2024
Arlene Huling - AVE Food Service Aide, effective August 16, 2024

Kathy Ruch- Barcelo - AVE Paraprofessional, effective Aug 20, 2024
Kayla Schleppebach - Kids' Company Assistant, effective August 30, 2024
Kristin Schwalbe - Kids' Company Assistant, effective August 30, 2024
The following checks were issued in paying claims: Wire transfers and checks 108496 - 108704

Expenditures:
01 General Fund \$1,039,321.90
02 Food Services \$59,934.78
04 Community Services \$77,228.67
06 Building Construction \$263,664.33

Motion by Hansen, seconded by Sands to approve the September Consent Agenda as presented. Supported by all present.

7. Reports

7.1 Student Representatives - Oath of Office
Board members and attendees welcomed Aubrey Driggins, Allison Gourde, Elise Kalla, Ryan Massmann, Madeline Ramler, and Aiden Schroeder to the board. The new student School board representatives took their oath and participated in their first board meeting.

7.2 Student Representatives

7.3 Purple Pride

8. Business

8.1 Enrollment Report
The Board noted lower kindergarten enrollment than typical and a greater number of students, specifically Juniors taking PSEO. This will result in a reduction in total enrollment for this school year.

8.2 Adoption and Certification of Proposed Tax Levy
Tax levy amounts were down approximately 5% last year and another 4% this year for local taxpayers. Motion by Hansen, seconded by Dirkes to adopt and certify the proposed tax levy at the maximum. Supported by all present.

8.3 Set Truth in Taxation Public Meeting
Motion by Sand, seconded by Hansen to set the date for December 11, 2024, at 6:00 p.m. in the district office board room at the secondary school. Supported by all present.

8.4 Lease Agreement Between Albany Area Gymnastics Association and Albany Area Schools
Motion by Hansen, seconded by Sands to approve the lease agreement between the AAGA and Albany Area Schools. Supported by all present.

8.5 Notice of Election
Motion by Rueter, seconded by Henkelman to approve the Notice of General Election as presented. Supported by all present.

8.6 School Board Policies - Third Read

8.6.1 102 Equal Educational Opportunity

8.6.2 104 School District Mission Statement

8.6.3 204 School Board Meeting Minutes

8.6.4 207 Public Hearings

8.6.5 413 Harassment and Violence

8.6.6 416 Drug, Alcohol, and Cannabis Testing

8.6.7 418 Drug-Free Workplace/Drug-Free School

8.6.8 419 Tobacco-Free Environment: Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction

8.6.9 425 Staff Development and Mentoring

8.6.10 503 Student Attendance

8.6.11 506 Student Discipline

8.6.12 507 Corporal Punishment and Prone Restraint

8.6.13 509 Enrollment of Nonresident Students

8.6.14 512 School-Sponsored Student Publications and Activities

8.6.15 513 Student Promotion, Retention, and Program Design

8.6.16 515 Protection and Privacy of Pupil Records

8.6.17 516 Student Medication and Telehealth

8.6.18 521 Student Disability Nondiscrimination

8.6.19 524 Internet, Technology, and Cell Phone Acceptable Use and Safety Policy

8.6.20 532 Use of Peace Officers and Crisis Teams to Remove Students with IEPs From School

8.6.21 601 School District Curriculum and Instruction Goals

8.6.22 602 Organization of School Calendar and School Day

8.6.23 603 Curriculum Development

8.6.24 604 Instructional Curriculum

8.6.25 606.5 Library Materials

8.6.26 607 Organization of Grade Levels

8.6.27 608 Instructional Services - Special Education

8.6.28 609 Religion and Religious and Cultural Observances

8.6.29 613 Graduation Requirements

8.6.30 614 School District Testing Plan and Procedure

8.6.31 616 School District System Accountability

8.6.32 620 Credit for Learning

8.6.33 624 Online Instruction

8.6.34 709 Student Transportation Safety Policy

8.6.35 806 Crisis Management Policy

Motion by Hansen, seconded by Sands to approve the third read school board policies as presented. Supported by all present.

8.7 Superintendent' Evaluation and AESP Negotiations Strategy

8.7.1 Close the Meeting
Motion by Hansen, seconded by Dirkes to close the meeting at 6:36 p.m.

8.7.2 Reopen the Meeting
Motion by Dirkes, seconded by Henkelman to reopen the meeting at 7:51 p.m.

9. Committee Reports

10. Superintendent Report

11. Adjournment
Agenda completed at 8:22 p.m., a motion to adjourn was made by Member Sand, seconded by Member Rueter. Supported by all present.

Amy Sand, Clerk
P-39-1B

**PROBATE NOTICE
STATE OF MINNESOTA
COUNTY OF STEARNS
DISTRICT COURT
SEVENTH JUDICIAL
DISTRICT
Court File No:
73-PR-24-7297**

In Re: Estate of
DEBORAH HARRIET
DUMONT,
a/k/a DEBRA DUMONT,
Decedent.

**NOTICE OF AND ORDER
FOR HEARING ON
PETITION FOR
DETERMINATION OF
DESCENT**

Patricia Rolfes ("Petitioner") has filed a Petition for Determination of Descent.

It is Ordered that on October 18, 2024, at 8:45 a.m., a hearing will be held in this Court at St. Cloud, Minnesota, on the petition.

The petition represents that the Decedent died intestate more than three (3) years ago leaving property in Minnesota. The petition requests the Court determine the descent of such property, and assign the proper-

ty to the persons entitled.

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 petition will be granted.

Notice shall be given by publishing this Notice and Order as provided by law and by: Mailing a copy of this Notice and Order to each interested person by United States mail at least 14 days before the time set for the hearing. Publishing this Notice and Order in accordance with Minn. Stat. § 524.1-401(3).
BY THE COURT
Dated: 9/12/24

/s/ Andrew Pearson
Judge of District Court
Mark F. Uphus, Attorney
MN# 141136
310 Main St E – PO 158
Melrose, MN 56352
Telephone: 320.256.7491
Facsimile: 320.256.7612
e-mail: manager@uphuslaw.com
ATTORNEY FOR
PETITIONER
P-39-2B

1. Call to Order
2. Roll Call

**Albany Area Schools
Albany, Minnesota 56307
Administration Office Telephone 320/845-2171 –
FAX 320/201-5878
Work Session
Albany Area Schools – ISD #745
District Board Room
30 Forest Ave
Albany, Minnesota 56307
September 25, 2024, 6:00 PM
AG E N D A**

3. Moment of Silence in Honor of Peter Herges
4. Student Representatives
5. Community Education and Kids Company Presentation
6. Director of Operations Update
7. Minnesota Comprehensive Assessment Test Results Re-Cap
8. Schools Advocating for Fair Funding
9. Strategic Planning
10. Adjournment
Note: Items may be added to the agenda which have an immediate effect on the operation of the school district. An effort will be made to keep additions to a minimum.

Amy Sand, Clerk
P-39-1B

Holdingsford School Board Briefs

The Holdingsford School Board held their regular meeting on Sept. 18, 2024. Members present: Evelyn Martini, Elissa Ebnmet, Nicole Burg, Rob Knettel, Ed Feia, and Pat Meier. Members absent: Lori Opatz. Also attending was: Superintendent Chris Swenson, Secondary Principal Tom Cooper, Business Manager Garrity Gerber, Administrative Assistant Linda Zapzalka, and guests; Nancy Schutzetenberg from BergenKDV, Sarah Hansen and Tarah Voltin.

Vice-Chair Knettel called the meeting to order, the pledge was recited, the amended agenda was approved, items added were: Revision to item 3.12. Advisors/Dept. Heads and 7.4. Approve Maternity Leave request for Ashia Berscheid.

The meeting continued with approval of the consent agenda. Items in the consent agenda included: approval of the minutes from the 8/21/24 Reg Board mtg. and 9/4/24 Work Session; approval of the schedule of bills in the amount of \$243,449.82; Computer checks approved #56536 through #56597, and #31079 through #31105 in the amount of \$15,527.36; approval of the electronic transfer for August 2024, \$296,872.34; acknowledgement of the Treasurer's Report balance per books \$6,231,697.98; lane change for Kate Korte from MS to MS10 effective at the beginning of the 2024-25 school year; lane change for Lydia Sailor from BS30 to MS effective at the beginning of the 2024-25 school year; lane change for Rebecca Stodolka from BS40 to MS effective at the beginning of the 2024-25 school year; approve an additional 15 minutes to the following Para's day: Lori Arceneau, Patty Jo Halverson, Melanie Klisch, Tabitha Kunst, Janet Skroch, & Breanna Teigland; approve an additional 1 hour to Paras Carlana Johnson, Kayla Hellermann & Amy Arnold's day on a rotating basis to assist a SPED student home on a van route; approve Fall Com. Ed. Instructors; approve Jr/Sr High Fall Coaches; approve amended Advisors/Department Heads; and accepted the following donations: \$250 worth of gift certificates to the High School PBIS Team for students, \$154.52 from Coborn's Cash to Elementary Activities, \$137.68 from Coborn's Cash to High School Activities, \$40 from Stearns County Pheasants Forever to Trap Team, \$614.50 from Swim Team Parents to Swimming for Suits and Caps. The Board Vice-Chair recognized and thanked all the Donors for their generosity!

Citizen Participation: Sarah Hansen introduced herself as a parent and school board candidate. Tarah Voltin introduced herself as a parent also.

Reports:

Superintendent Swenson updated the Board on the Strategic

Planning progress and explained that the goal is to get the surveys out on October 8th. He informed the Board that the Public Auction site is up and running with some bids coming in. Mr. Swenson explained that MSBA moved School Board Member Appreciation Month to October. He then presented certificates of recognition & thanked the Board for their efforts and for being a great Board to work with!

Secondary Principal Cooper thanked the Board for the opportunity to serve in Holdingsford. He added that he is very impressed with the students' respect and courtesy and he gives the credit to the parents, school and community. Mr. Cooper updated the Board on the new cell phone policy that bans phones in the classroom. He has only heard positive comments. Mr. Cooper went on to explain that to gather input from staff he will be sending out a Listen & Learn Survey and he has Student School Board Rep applications out with the deadline being 9/30/24. Lastly he invited the Board to stop in anytime.

Meier reported on the BSED meeting where they approved some policies and hired Liberty Electric to make the necessary repairs to the Voyagers building in order to keep insurance through this school year.

Business Manager Gerber reported the start to the new school year is going well and the summer projects are finished prior to the start of school. The FFA (Alumni) Greenhouse project is moving forward now that we have the plumbing permit, the plan is to have it enclosed before winter. Mr. Swenson added that the Elementary is at +28 students to start the school year.

Other agenda items at the September 18, 2024 meeting included:

Business Items:

- The Annual Audit report was presented by Nancy Schulzetenberg from berganKDV. She explained the District received an Unmodified Opinion on all financial statements – the best opinion an auditor is able to offer. She reported all financial statements are true and correct. One Material Weakness - Lack of Segregation of Accounting Duties common to Districts this size. Ms. Schulzetenberg presented General Ed Aid history, Resident ADM's which have held stable and students enrolled in/out are a net gain of 244 students. She also summarized the revenue sources and expenses. Lastly she informed the Board that the unassigned general fund balance is at 16.9% and there are no compliance concerns. Approved the Annual Audit as presented. Ms. Schulzetenberg commented that the Business Office staff was very well prepared which made the audit go extremely well. The Board thanked Mr. Gerber and the Business Office Team for

doing a great job!

- Approved the Amended And Restated District Agreement For Benton-Stearns Education District.
- Mr. Gerber presented the proposed 2024 payable 2025 levy and entertained questions. He explained that it is about an 8% increase in the school portion of the property taxes. Certified the proposed 2024 payable 2025 Tax Levy at the maximum.
- Mr. Swenson explained, that following Mr. Meiers recommendation to submit a resolution to MSBA urging the Legislature to make changes in areas of concern, he and Mr. Gerber crafted the following resolutions:
- Adopted the Resolution Urging The Legislature To: Make changes to the teacher programs and licensing requirements for future educators to include the requirements of the Minnesota Reading to Ensure Academic Development (READ) Act.
- Adopted the Resolution Urging The Legislature To: Increase the local Minnesota School Boards' levy authority from \$724 per student to \$1,150 over the next three years (year one: \$950, year two: \$1,050, and year three: \$1,150).
- Adopted the Resolution Urging The Legislature To: Expand the allowable use of food service funds to include capital expenditures on facility renovation in areas used primarily for food preparation and meal consumption during the school year.
- Mr. Swenson explained Policy 522 has been revamped to incorporate new legislative changes. Approved Policy 522 Title IX Sex Nondiscrimination Policy, Grievance Procedure And Process.

Personnel:

- Hired Gene VanHavermaet for a ½ Route Bus Driver position starting with the beginning of the 2024-25 school year.
- Approved the increase in Substitute Custodian pay to \$16.00/hr and retired Custodian Substitute pay to \$17.00/hr.
- Hired Targeted Services Staff as presented.
- Approved Maternity Leave request for Ashia Berscheid. A review of upcoming important dates took place.
- October Work Session Canceled.
- Regular School Board Meeting October 16, 2024 @ 5:00 PM in the HS meeting room.

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>.