

MADELIA ISD 837
BOARD OF EDUCATION MEETING
December 21, 2023
6:30 pm
High School Conference Room

AGENDA

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

- 2. ROLL CALL** (Summer DeLaCruz, Jane Hanson, Ryan Lais, Jen McLaughlin, Ben Odegard, Julie Pace, Steve Sorenson)

3. APPROVAL OF THE AGENDA

4. PUBLIC RECOGNITION TIME PERIOD

Any person may raise a question to the Board of Education. The Board will not act on any item presented to them that is not on the agenda. Every attempt should be made by individuals to remedy a complaint or issue of concern with the staff involved, the building level Principal, and/or Superintendent before addressing the Board of Education. Also, the Board would like persons to limit themselves to five minutes, with a maximum of 15 minutes per topic. These limitations are needed for the Board to run a timely and orderly Board meeting. Persons are requested to identify themselves before speaking.

5. COMMENTS FROM THE CHAIRPERSON

ACTION: _____

6. CONSENT AGENDA

a. Approval of Minutes from November 16, 2023.

The minutes for the Regular Board meeting follow the agenda.

b. Approval of Bills*

School Board members have an opportunity to review bills prior to the Board meeting. If you have questions on any bill, please check with the business office prior to the meeting so they have the opportunity to answer your questions with the data available.

c. Financial Report (Business Manager)*

This report provides the current status of the District's finances. If questions exist, please call the business office prior to the meeting.

ACTION: _____

7. ACTION ITEMS

a. Certifying the Final Levy for School Year 2023-2024

It is recommended that the Madelia School District 2023 Payable 2024 Levy be certified as follows:

General Education \$1,236,350.72

Community Service \$43,904.69

Debt Service \$563,823.84

Total \$1,844,079.25 (reflects an increase of 3.48% (\$62,074.51) from previous year)

ACTION: _____

b. Approval of the 2024 Resolution Designating Annual Polling Place

Legislation adopted in 2017 requires Minnesota school districts to establish combined polling places annually by December 31. Amendments to Minnesota Statutes Section 205A.11 require school boards to annually designate, by resolution, combined polling places for school district elections held in the following calendar year.

The location of combined polling places have also been limited to those locations designated for use as a polling place by a county or municipality. Consequently, school districts that have designated a school facility for their combined polling place which has not also been designated as a polling place by a county or municipality may no longer be able to use that school facility as a combined polling place.

Resolution of Independent School District No. 837 Madelia of Brown, Blue Earth and Watonwan Counties, MN

RESOLUTION DESIGNATING ANNUAL POLLING PLACE

WHEREAS, it is important that citizens exercise their right to vote at their local polling place;

WHEREAS, Minnesota Statute 205A. 11 requires the School Board to designate its local polling place for election annually;

NOW, THEREFORE BE IT RESOLVED, that the School Board of Independent School District No. 837, Blue Earth, Brown, and Watonwan Counties, Minnesota does hereby designate the Madelia Government Center Building at 18 Drew Ave. NW, Madelia, Minnesota, Watonwan County as its polling place in 2024.

BE IT FINALLY RESOLVED, that the school district notify residents of this designation by following the requirements of Minnesota Statute 205A. 11, subdivision 1a.

It is recommended that the 2024 Combined Polling Place be approved for 2024.

ACTION: _____

c. Approval of Resolution Requiring the Tally of Write-In Votes Only if Write-in Votes are Greater than a Ballot Candidate’s Total Votes

The law was updated to allow schools to determine when write-in votes are counted. Note that write-in votes will always count when there are no named candidates or when it may impact the results of the election. This resolution allows the counters to save time from recording many frivolous votes for Mickey Mouse, etc.

Resolution Requiring the Tally of Write-In Votes Only if Write-in Votes are Greater than a Ballot Candidate’s Total Votes

WHEREAS, Minnesota Statutes 204B.09, subdivision 3, provides that a school board may adopt a resolution governing the counting of write-in votes for school board elections. The resolution may require that write-in votes for an individual candidate for the school board only be individually recorded if the total number of write-in votes for that office is equal to or greater than the fewest number of non-write-in votes for a ballot candidate; and

WHEREAS, the write-in vote counting process can be overly time consuming and require resources that do not result in a change of election results unless a single write-in candidate receives the most votes for election.

THEREFORE, BE IT RESOLVED, that the School Board of Independent School District 837 requires that write-in votes for an individual candidate for the school board will only be individually recorded if the total number of write-in votes for that office is equal to or greater than the fewest number of non-write-in votes for tr a ballot candidate.

This resolution shall remain effective for all future elections until and unless the school board rescinds this resolution.

ACTION: _____

d. Approval of the Hiring of Coaches and Advisors

It is the recommendation of Paul Carpenter, Activities Director, to approve the hiring of the following coaches and advisors:

- Head Baseball Coach: James Kiefer
- Assistant Speech Coach: Christine Crow
- Head Golf Coach: Kris DeMaris
- Assistant Golf Coach: Howard Melzer
- High School Student Council Advisor - Krista Schwanke
- High School Student Council Assistant Advisor - Julie Lehman
- Prom Advisor: Stephanie Odegard

ACTION: _____

e. Approval of the Hiring of High School Paraprofessional

It is the recommendation of Eric Martinez, High School Principal, to approve the hiring of Rodolfo Estrada as a paraprofessional at the high school.

ACTION: _____

f. Approval of the Hiring of a Speech Teacher

It is the recommendation of Brooke Will, Elementary Principal and Eric Martinez, High School Principal to approve the hiring of Elizabeth Strong as a full-time speech teacher for the district.

ACTION: _____

g. Library Materials Policy 606.5

It is recommended that Policy 606.5: Library Materials be approved per the first read recommendations.

ACTION: _____

h. Approval of Policy Updates Per State Statute

It is recommended that the following policy updates be updated per Minnesota State Statute. These updates are quoted directly from new Minnesota laws and can adopt them in a single meeting.

- Policy 410: Family and Medical Leave Act: Updates 12-week leave language (Art. IV, B)
- Policy 506: Student Discipline: Corrects references to students with a disability; adds prohibitions against use of exclusionary practices for early learners or for attendance and truancy issues.

ACTION: _____

i. Acceptance and Acknowledgment of Donations

- American Legion Auxiliary for a donation of \$500 toward the purchase of teacher supplies
- Anonymous donation of \$1500 for the purchase of boys junior high basketball jerseys
- Anonymous donation of \$396 for the elementary popcorn machine
- MREA for the donation of \$200 for agriculture programming

ACTION: _____

8. COMMITTEE REPORTS

- a. River Bend Education District Report
- b. Community Education Advisory Committee Report
- c. Extra-Curricular Sub-Committee Report
- d. Wellness Report
- e. Other Committee Reports

9. SUPERINTENDENT REPORT - Shelly Bauer

- a. Congratulations to Steve Sorenson who will be receiving the MSBA President's Award
- b. Age 0-4 Fall Counts

10. PRINCIPAL REPORTS

- a. Elementary School - Brooke Will
- b. High School - Eric Martinez

11. ADJOURN

**Clerk's Minutes of Regular Board Meeting
Madelia Board of Education
November 16, 2023
High School Conference Room**

Board Members Present: Sorenson, Pace, Odegard, Lais, McLaughlin

Board Members Absent: Hanson, DeLaCruz

Ex Officio Member Present: Superintendent Bauer

Media Present: Michelle Van Hee

- 11-16-01 Chairperson Sorenson called the meeting to order with the Pledge of Allegiance.
- 11-16-02 Odegard moved, Pace seconded to approve the agenda as presented. Pass 5-0
- 11-16-03 Chairperson Sorenson welcomed students who were in attendance from the Elementary School as part of an Art class assignment.
- 11-16-04 McLaughlin moved, Lais seconded to accept the agenda as listed: Approval of minutes from October 26, 2023 regular meeting and approval of bills - \$596,127.42 Pass 5-0
- 11-16-05 Pace moved, Lais seconded the approval of the School District Audit Report for 2022-2023 which was presented by Kelsey Larson from Abdo. Pass 5-0
- 11-16-06 Odegard moved, Lais seconded the approval of the World's Best Work Force Annual Report as presented by Eric Martinez. Pass 5-0
- 11-16-07 Pace moved, Lais seconded the Title I, II, and III program application and budget and Literacy Plan as presented by Brooke Will. Pass 5-0
- 11-16-08 Lais moved, Pace seconded the approval of the following coaches:
Head Softball: Mike Schwanke
Assistant Wrestling Coach: Dustin Forstner
Assistant Wrestling Coach (volunteer): Michael Haedt
Head Speech Coach: Christine Bauman
Head One-Act Play Coach: Steve Schlager
Junior High Girls Basketball Coach: Terise Bergeman (½)
Junior High Girls Basketball Coach: Mindy Arkell (½)
Pass 5-0
- 11-16-09 Lais moved, Pace seconded the approval of the hiring of Christine Willock as an Elementary School paraprofessional. Pass 5-0
- 11-16-10 McLaughlin moved, Odegard seconded the approval of policy updates per state statute. Policy 413, 416, 506, 506 form, 507, 515 form and 620. Pass 5-0
- 11-16-11 Superintendent Bauer gave a first read of Library Materials Policy 606.5
- 11-16-12 Odegard moved, Lais seconded to accept the following donations with thanks:
Madelia Booster Club for a donation of \$3,750 toward the HUDL streaming software license.
American Legion & members for a donation of \$500 toward the purchase of singlets for the youth wrestling program.
Lewisville Legion for the donation of \$500 towards Youth Wrestling.
Chad & Shannon Jacobs for the donation of \$800 to Boys Basketball.
Pass 5-0
- 11-16-13 Pace moved, Lais seconded the acceptance of the resignation of Eric Harstad, effective as of January 26, 2024. Pass 5-0

COMMITTEE REPORTS

River Bend Education District Report - No update

Community Education Advisory Committee Report - No update

Extra-Curricular Sub-Committee Report - Ben Odegard reported

Wellness Report - Shelly Bauer reported

SUPERINTENDENT REPORT

Shelly Bauer gave a Speech Language Pathologist update; they are following up on one lead. She gave a Read Act update from MDE as well as a Career & Technical Education Community Advisory Committee update.

PRINCIPAL REPORTS

Elementary School - Brooke Will reported

High School - Eric Martinez reported

ADJOURN: 7:37 PM

Respectfully submitted,
Mindy Arkell