

**MADELIA ISD 837**  
**BOARD OF EDUCATION MEETING**  
August 15, 2024  
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 July 18, 2024.**

*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. Presentation and Approval of Annual LIEP Plan

ML Coordinator, Andrew Runck, is recommending the approval of the annual LIEP (Language Instruction Education Program) Plan for the district as presented.

ACTION: \_\_\_\_\_

### b. Approval of the Hiring of a High School Special Education Teacher

It is the recommendation of Eric Martinez, High School Principal to approve the hiring of Heather Brandt as a full-time special education teacher at the high school.

ACTION: \_\_\_\_\_

### c. Approval of the Hiring of Athletic and Activity Positions

It is the recommendation of Paul Carpenter, Activities Director to approve the following positions:

- Concession Stand Advisor - Mindy Arkell
- Football (Volunteer) - Christopher (Carter) Flores

ACTION: \_\_\_\_\_

### d. Approval and Acceptance of the Retirement of Lori Pietsch

It is the recommendation of Shelly Bauer, Superintendent, to approve the retirement of Lori Pietsch, district media specialist. We thank Lori for 33 years of service to the district.

ACTION: \_\_\_\_\_

### e. Approval of Literacy Lead Services Agreement with SCSC

It is the recommendation of Shelly Bauer, Superintendent, to approve the agreement with South Central Service Cooperative to provide Literacy Lead Services at the annual cost of \$29,000. The position will be shared with St. James, Sleepy Eye and SCSC.

ACTION: \_\_\_\_\_

### f. Setting of Date and Time for Public Levy Hearing

Minnesota school districts are required to hold a single meeting in which the public is allowed to speak. The current budget and proposed levy are discussed and the final property tax levy is determined.

It is recommended that the public hearing be held at 6:30 pm on Thursday, December 19, 2024 in the high school conference room during the December Board of Education meeting.

ACTION: \_\_\_\_\_

**g. Approval of Snow Removal Agreement**

It is the recommendation of Theresa Laidig, Director of Buildings and Grounds and Shelly Bauer, Superintendent to accept the snow removal bid for 2024-2025 and 2025-2026 from Total Lawn Care and Landscape, 660 Haynes Avenue NE, Madelia, MN 56062.

ACTION: \_\_\_\_\_

**h. Review and Approval of Handbooks**

Elementary Principal, Ann Mikkalson and High School Principal, Eric Martinez will review changes to the district handbooks and submit them for your approval for the 2024-2025 school year.

ACTION: \_\_\_\_\_

**i. Approval of Adult Meal Prices**

It is recommended to approve the MDE minimum adult price for breakfast at \$2.40 and lunch at \$5.00 for the 2024-2025 school year.

ACTION: \_\_\_\_\_

**j. Approval of Annual Theme and Motto**

It is the recommendation of the District Leadership Team to approve the following theme and motto for the 2024-2025 school year.

*Empowering every student to achieve excellence for lifetime success.*

*Inspire. Empower. Succeed.*

ACTION: \_\_\_\_\_

**k. Acceptance & Acknowledgement of Donations**

The District would like to thank and recognize those who have provided recent donations to the Madelia Public School.

- Citizens Bank for a donation of \$100 to FFA
- Bold Orange Agency, Inc. for a gift of \$1,000 in memory of Philip Murphy for athletic scholarships

## **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. Update on staffing and alternative options to fill open positions
- b. Candidates running for school board positions
- c. COMPASS District Leadership Team Update

## **10. PRINCIPAL REPORTS**

- a. Elementary School - Ann Mikkalson
- b. High School - Eric Martinez

## **11. ADJOURN**

**Clerk's Minutes of Regular Board Meeting  
Madelia Board of Education  
July 18, 2024  
High School Library**

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

Board Members Absent: None

Ex Officio Member Present: Superintendent Bauer

Media Present: Michelle Van Hee

7-18-01 Chairperson Sorenson called the meeting to order with the Pledge of Allegiance.

7-18-02 Hanson moved, Lais seconded to accept the agenda as presented. Pass 7-0

7-18-03 McLaughlin moved, Pace seconded to accept the agenda as listed: Approval of minutes from June 20, 2024 regular meeting and approval of bills \$645,671.39. Pass 7-0

7-18-04 Amber Patten provided an overview of the work she completed with CTE Department during 2023-2024 school year while working with the district as CEDA grant recipient.

7-18-05 DeLaCruz moved, Lais seconded to approve the hiring of Brenda Christensen as .5 varsity assistant volleyball coach. Pass 7-0

7-18-06 McLaughlin moved, Pace seconded to approve the hiring of Kurt Lugo as a math teacher at the high school. Pass 7-0

7-18-07 McLaughlin moved, Odegard seconded to approve the resolution relating to the

election of school board members and calling the school district general election.  
Roll call vote - Pass 7-0

- 7-18-08 Lais moved, Pace seconded to approve the Religious Observance Annual Notice to parents and guardians. The Madelia Public School Board of Education is required to provide annual notice to parents of the school district's policy on absence from school for religious observance. Madelia Public Schools respects a parent/guardian's right to excuse their child/ren for religious observances. These absences will be recorded as excused absences. Pass 7-0
- 7-18-09 Odegard moved, Lais seconded to approve an increase in substitute teacher pay to \$160.00 per day. This is an increase of \$30.00 per day. The increase will begin with the 2024-2025 school year. Pass 7-0
- 7-18-10 Pace moved, Lais seconded to approve the following policies directly from new Minnesota laws and other legal sources or are clerical updates that do not affect the substance of a policy be approved per the one-meeting adoption option. Pass 7-0

### **COMMITTEE REPORTS**

River Bend Education District Report - Ryan Lais reported on a decrease in enrollment which rocks the budget. They reduced administration hours to counter this and are trying a new online cohort.

Community Education Advisory Committee Report - None

Extra-Curricular Sub-Committee Report - Ben Odegard reported the numbers for upcoming fall sports.

Wellness Report - None

### **SUPERINTENDENT REPORT**

Shelly Bauer reported on a cell phone policy that will be required starting March 2025 and gave an update on the Business Manager position.

### **PRINCIPAL REPORTS**

Elementary School - Ann Mikkalson reported

High School - Eric Martinez reported

### **ADJOURN - 7:15 PM**

Respectfully Submitted,

Mindy Arkell