

MADELIA ISD 837
BOARD OF EDUCATION MEETING
January 21, 2025
6:30 pm
High School Conference Room

AGENDA

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

- 2. ROLL CALL** (Summer DeLaCruz, Jane Hanson, Ryan Lais, Veronica Marquez, 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 December 19, 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. School Perceptions Presentation

A presentation will be provided by School Perceptions (online) on how to develop a survey to gather, organize, and use data to make strategic decisions. Data is collected in a survey format from the community, staff, and students.

b. Approval of Elementary School Handbook Updates

Ann Mikkalson, Elementary Principal, is recommending changes to the elementary handbook as highlighted regarding being on school grounds after school hours and the PBIS section.

ACTION: _____

c. Approval of the Speech Language Pathology Partnership Agreement with Minnesota State University, Mankato

It is the recommendation of Shelly Bauer, Superintendent, to approve the agreement for speech language pathology services from Minnesota State University, Mankato beginning February 3, 2025 through June 30, 2026. The program will provide full SLP services for the district with licensed SLPs and Master's degree students to meet the needs of our students.

ACTION: _____

d. Approval of the Hiring of School Management Services (SMS) for the Business Manager position

It is the recommendation of the Administration Committee of the Board of Education to approve contracting School Management Services (SMS) of Albany, MN to provide Business Manager duties. This position is due to the retirement of current Business Manager, Diana Wenner on January 31.

ACTION: _____

e. Policy 524 Section XVI Update Regarding Cell Phone Use (*First Read*)

Eric Martinez, High School Principal and Ann Mikkalson, Elementary Principal will present and recommend updates to Policy 524: Internet, Technology, and Cell Phone Acceptable use and Safety Policy Section XVI that were proposed by the Cell Phone Policy Committee. This is a first read of the policy update. Approval will be proposed in February.

f. Approval of the Hiring of Coaches

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

- Head Speech Coach: ('24-'25) Chalina Forstner
- Assn't. Speech Coach: ('24-'25) Christine Crow
- Head Football Coach: ('25-'26) Jeremy O'Donnell

ACTION: _____

g. Acceptance & Acknowledgement of Donations

- Madelia Athletic Booster Club for the donation of \$1,100.00 for a new batting cage net and cables for baseball and softball.
- Fraternal Order of Eagles of St. James for the donation of \$500 for the bowling unit in gym class.
- Citizens Bank, LaSalle for the donation of winter gear for students at the elementary school.

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. Acknowledgement of Mid-Year Retirements
 - i. Diana Wenner
 - ii. Christine Bauman
- b. Future Forward CTE Project
- c. All School Reunion Plans from Alumni Association
- d. MSBA Leadership Conference Feedback

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
December 19, 2024
High School Conference Room**

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

Board Members Absent: DeLaCruz

Ex Officio Member Present: Superintendent Bauer (via Zoom)

Media Present: None

- 12-19-01 Chairperson Sorenson called the meeting to order with the Pledge of Allegiance.
- 12-19-02 Hanson moved, Pace seconded to accept the agenda as presented. 6-0
- 12-19-03 Chairperson Sorenson wanted to acknowledge Jen McLaughlin as she is stepping down from being on the School Board. She was given a bell as a thank you for her 12 years serving on the School Board.
- 12-19-04 McLaughlin moved, Odegard seconded to accept the agenda as listed: Approval of minutes from November 21, 2024 regular board meeting and approval of bills \$669,305.02. Pass 6-0
- 12-19-05 Pace moved, Hanson seconded that the Madelia School District 2024 Payable 2025 Levy be certified as follows:
- General Education - \$1,316,498.39
Community Service - \$49,265.46
Debt Service - \$573,637.81
Total - \$1,939,401.66 (increase of 5.17% from previous year.) Pass 6-0
- 12-19-06 Lais moved, Odegard seconded the approval of the 2025 Resolution Designating Annual Polling Place.

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 2025.

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

Roll call vote - Pass - 6-0

- 12-19-07 Pace moved, Lais seconded to approve the resolution requiring the tally of write-in votes only if write-in votes are greater than a Ballot Candidate's total votes.

RESOLUTION REQUIRING THE TALLY OF WRITE-IN VOTES ONLY IF WRITE-IN VOTES ARE GREATER THAN A BALLOT CANDIDATES' 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 the 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 the 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 a ballot candidate.

Roll call vote - Pass 6-0

- 12-19-08 Lais moved, Odegard seconded to approve the hiring of Erica Sanders as an elementary paraprofessional beginning January 6, 2025. Pass 6-0
- 12-19-09 Lais moved, McLaughlin seconded to approve increasing the elementary snack price from \$25.00 to \$32.00 per semester. The program will be evaluated at the end of the school year. Pass 6-0
- 12-19-10 Odegard moved, McLaughlin seconded to approve the hiring of the following coaches:
Mike Schwanke - Head Softball Coach
Kris DeMaris - Head Boys and Girls Golf Coach
Howard Melzer - Assistant Boys and Girls Golf Coach
James Kiefer - Head Baseball Coach
Pass 6-0

COMMITTEE REPORTS

River Bend Education District Report - Lais reported
Community Education Advisory Committee Report - None
Extra-Curricular Sub-Committee Report - None
Wellness Report - None
Other Committee Reports - None

SUPERINTENDENT REPORT

Superintendent Bauer reported about the Future Forward CTE Project; at the state meeting, Madelia was recognized specifically. Superintendent Bauer also gave an update on the MHS elevator.

PRINCIPAL REPORTS

Elementary School - Ann Mikkalson was absent but submitted her report.
High School - Eric Martinez was absent but submitted his report.

ADJOURN : 6:55 P.M.

**Clerk's Minutes of Organizational Meeting
Madelia Board of Education
January 6, 2025
High School Conference Room**

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

Board Members Absent: None

Ex Officio Member Present: Superintendent Bauer

Media Present: Michelle Van Hee

- 01-06-01 Chairperson Sorenson called the meeting to order with the Pledge of Allegiance.
- 01-06-02 Odegard moved, Pace seconded to approve the agenda as presented. Pass 7-0
- 01-06-03 Nominations for school board are as follows:
- Chairperson - Pace nominated Steve Sorenson, Odegard seconded. Pass 7-0
Vice-Chairperson - DeLaCruz nominated Julie Pace, Odegard seconded. Pass 7-0
Treasurer - Lais nominated Ben Odegard, Pace seconded. Pass 7-0
Clerk - DeLaCruz nominated Ryan Lais, Pace seconded. Pass 7-0
- 01-06-04 Hanson moved, DeLaCruz seconded to keep the school board salaries at level. Current salaries are \$1,000 for directors and \$1,200 for the chairperson. Pass 7-0
- 01-06-05 Pace moved, Odegard seconded to designate The Madelia Times-Messenger as the official newspaper for the district. Pass 7-0
- 01-06-06 Pace moved, Odegard seconded to approve Alliance Bank and the Minnesota Liquid Asset Fund as Madelia School District Depositories. Pass 7-0
- 01-06-07 Pace moved, Lais seconded to approve the law firm of Ratwik, Roszak & Maloney, P.A. of St. Paul, MN as the official Legal Counsel for the school district. Pass 7-0
- 01-06-08 DeLaCruz moved, Odegard seconded to approve the use of facsimile signatures. Pass 7-0
- 01-06-09 Lais moved, Pace seconded the approval of the Superintendent and/or Business Manager to be authorized to invest excess funds and/or transfer funds electronically at various times during the year in federally insured institutions and the Minnesota School District Liquid Asset Fund. Pass 7-0
- 01-06-10 Pace moved, Odegard seconded the approval of the Superintendent and/or Business Manager be authorized to lease, purchase, and contract for goods and services within the budget as approved by the Board. Any lease, purchase, and/or contract that exceeds \$15,000 must be discussed with the Board of Education prior to purchasing. Pass 7-0
- 01-06-11 DeLaCruz moved, Odegard seconded the mileage reimbursement be set at the IRS rate. Pass 7-0
- 01-06-12 Pace moved, Lais seconded that meals be reimbursed only if an overnight stay is required. Pass 7-0
- 01-06-13 A complete list of current committee representatives is attached to the agenda
- 01-06-14 DeLaCruz moved, Lais seconded that the third Thursday of the month at 6:30 pm remain the official meeting date and time for regular monthly School Board of Education meetings. Pass 7-0

ADJOURN: 6:48 P.M.

Respectfully Submitted,
Mindy Arkell