

MADELIA ISD 837
BOARD OF EDUCATION MEETING
September 18, 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 August 21, 2025.**

The minutes for the Regular Board meeting follow the agenda.

- b. Financial Report (Business Manager)***

This report provides the current status of the District's finances. A summary will be provided by the Business Manager. If questions exist, please call the business office prior to the meeting.

- c. 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.

ACTION: _____

7. ACTION ITEMS

a. Presentation of District Literacy Plan

Michele Chapin, District Literacy Lead, will present the annual District Literacy Plan.

b. Approval of the Hiring of an Elementary School Paraprofessional

It is the recommendation of Ann Mikkalson, Elementary School Principal, to approve the hiring of Nicole Dorpinghaus, an elementary school paraprofessional.

ACTION: _____

c. Approval of the Hiring of Coaches and Advisors

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

- Three-Act Play Director: Chalina Forstner
- Three-Act Play Assistant: Trina Halupczok

d. Acceptance of Resignation of Elementary Paraprofessional

It is recommended by Ann Mikkalson, Elementary Principal, to approve the resignation of elementary paraprofessional, Melanie Smith.

ACTION: _____

e. Acceptance of Resignation of Elementary Paraprofessional

It is recommended by Ann Mikkalson, Elementary Principal, to approve the resignation of elementary paraprofessional, Erica Sanders.

ACTION: _____

f. Adoption and Certification of Proposed Property Tax Levy

School boards are required to certify proposed property tax levies to the home county auditor by September 30 and to the Minnesota Department of Education (MDE) by October 1. A copy of the Proposed Property Tax Levy as prepared by the Minnesota Department of Education is available for your consideration.

School boards must adopt their final property tax levy and certify the levy to the home auditor no later than five working days after December 20.

Superintendent, Shelly Bauer recommends that the Board of Education adopt the proposed property tax levy at the maximum amount.

ACTION: _____

g. Second Read and Approval of Policy 503: Student Attendance

It is recommended to approve Policy 503: Student Attendance as reviewed and written during the August meeting.

ACTION: _____

h. Approval of the Resolution to Appoint Absentee Ballot Board for the Special Election

It is recommended to approve the Resolution to Appoint Absentee Ballot Board for the November 4, 2025 Special Election as submitted.

ACTION: _____

RESOLUTION TO APPOINT ABSENTEE BALLOT BOARD FOR THE NOVEMBER 4, 2025 SPECIAL ELECTION

BE IT RESOLVED by the School Board (the “Board”) of Independent School District No. 837 (Madelia Public School District), Minnesota, (the “School District”) as follows:

1. As required by Minnesota Statutes, Section 203B.121, the School Board hereby establishes a ballot board to process, accept and reject absentee ballots at the School District special election to be held on November 4, 2025 and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws.
2. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors or deputy city clerks who have received training in the processing and counting of absentee ballots.
3. The following individuals, each of whom is qualified to serve as an election judge, are hereby appointed as absentee ballot board members for the School District’s special election on November 4, 2025:

Mindy Arkell
Lori Olson
Watsonwan County Election Staff

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted on this 18 day of September, 2025.

Dated: _____, 2025

BY ORDER OF THE SCHOOL BOARD

/s/ _____
School District Clerk
Independent School District No. 837
(Madelia Public School District), Minnesota

i. Acceptance & Acknowledgement of Donations

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

- \$3,500 donation from Christensen Communications for September Snack Cart
- \$3,500 donation from Total Lawncare for October Snack Cart
- \$1,500 donation from the Madelia Athletic Booster Club for a Hitting Turtle for the baseball team
- \$300 donation from the Madelia Athletic Booster Club for practice equipment and volleyballs for the volleyball team
- \$172 donation from the Madelia Athletic Booster Club for wrist play readers for the football team
- \$500 donation from Christensen Communications for the Family Engagement Event
- \$400 donation from Tony Downs for the Family Engagement Event
- \$100 donation from Josh Lunz for the Family Engagement Event
- School supply donation from Madelia Health
- School supply donation from Preferred Printing
- School supply donation from United Methodist Church

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. South Central Service Cooperative Report
- f. Other Committee Report

9. SUPERINTENDENT REPORT - Shelly Bauer

- a. COMPASS District Leadership Committee Update
- b. Bond Referendum Communication 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
August 21, 2025
High School Conference Room**

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

Board Members Absent: Marquez

Ex Officio Member Present: Superintendent Bauer

Media Present: None

- 08-21-01 Chairperson Sorenson called the meeting to order with the pledge of Allegiance.
- 08-21-02 Lais moved, Odegard seconded the approval of the agenda with the exception that Item D will be moved to the September board meeting.
- 08-21-03 The financial report was given by Jim Freihammer. DeLaCruz moved, Odegard seconded to accept the agenda as listed: Approval of minutes from July 17, 2025 regular board meeting and the approval of bills, \$206,433.52. Pass 6-0
- 08-21-04 Corey Schlosser from inBYLT (formerly APEX) presented information regarding HVAC and roofing projects.
- 08-21-05 Michael Hart and Steve Pumper from PMA presented the updated 10 year revenue and expenditure long-term facilities and maintenance plans and discussed the preliminary debt service schedule for the bonds.
- 08-21-06 Pace moved, Odegard seconded to approve the Resolution as written and found at the end of the agenda. Pass 6-0
- 08-21-07 Odegard moved, Pace seconded to approve the hiring of Alayna DeLaCruz as a high school art teacher beginning with the 2025-2026 school year. Pass 6-0
- 08-21-08 Pace moved, Lais seconded to approve the hiring of Jackie Durham as a district custodian. Pass 6-0
- 08-21-09 Hanson moved, Odegard seconded to approve the hiring of Ava Natysin as a level 2 paraprofessional in the elementary school. Pass 6-0
- 08-21-10 DeLaCruz moved, Odegard seconded to approve the hiring of Julie Lehman as the district-wide Assessment coordinator. (Schedule C position) Pass 6-0
- 08-21-11 Hanson moved, Pace seconded to approve the following positions:
Assistant Football Coach - Don Smith
Assistant Football Volunteer - Travis Bottelson
Assistant Football Volunteer - Carter Florez
Concession Stand Supervisor - Clarissa Meyers
Choir - Rebecca Walsh
FFA - Lisa Sackreiter
Speech - Chalina Forstner
Yearbook - Jen Gunderson
Equity Club - Meghan Ward
Math Counts: Kurt Lugo
NHS - Meghan Ward
Prom - Stephanie Odegard
Student Council Lead: Krista Schwanke
Student Council 2: Julie Lehman
Elementary Yearbook - Kris DeMaris
Elementary Student Council - Kris DeMaris
Elementary Student Council - Jen Gunderson
Multilingual Coordinator - Katie Schwarz

Pass 6-0

- 08-21-12 Lais moved, Odegard seconded to approve the following meal prices for the 2025-2026 school year:
- Adult Lunch - \$5.20
 - Lunch entree - \$2.85
 - Adult Breakfast - \$2.85
 - Breakfast Entree - \$2.85
 - Milk - \$0.55
 - Student Breakfast - \$0.00
 - Student Lunch - \$0.00
 - Student 2nd Meal - \$5.20
 - Student 2nd Lunch - \$2.85
 - Student 2nd Breakfast - \$2.85
- Pass 6-0
- 08-21-13 DeLaCruz moved, Pace seconded the review and approval of elementary, high school and activities handbooks for the 2025-2026 school year. Pass 6-0
- 08-21-14 Pace moved, Odegard seconded to approve the date and time for Public Levy Hearing. The public hearing will be held at 6:00 p.m. on Wednesday, December 10, 2025 at the high school conference room. Pass 6-0
- 08-21-15 Odegard moved, DeLaCruz seconded to approve a new January Board Meeting date. There is a conflict with the Minnesota School Board Association Conference and the January Board Meeting date so January 13th is recommended as a possible date. Pass 6-0
- 08-21-16 Pace moved, Hanson seconded the approval of the SCSC Member School Agreement for Literacy Lead. It is a required position for school districts and Michele Chapin will fill this position for the cooperative. Pass 6-0
- 08-21-17 DeLaCruz moved, Lais seconded to approve the resignation of Alysa Thormodson, high school paraprofessional. Pass 6-0
- 08-21-18 Superintendent Bauer gave a first read of Policy 503: Student Attendance and discussed that each student would potentially receive 5 excused days for vacation. On the agenda for next month.
- 08-21-19 Odegard moved, DeLaCruz seconded to accept and acknowledge the following donations:
Linell Jacobs for elementary school supplies
Madelia Booster Club for \$1,500 for the baseball team.
- Pass 6-0

COMMITTEE REPORTS

River Bend Education District Report: None
Community Education Advisory Committee: None
Extra-Curricular Sub-Committee - None
Wellness Report - will meet in September

SUPERINTENDENT REPORT

Superintendent Bauer talked about Arbiter Pay for School Officials and Game Workers. She gave an update on the COMPASS District Leadership Committee. She gave an update on Dehler PR and the board member flyer.

PRINCIPAL REPORTS

Elementary School - Ann Mikkalson reported
High School - Eric Martinez reported.

ADJOURN: 7:35 P.M.

Respectfully Submitted,

Mindy Arkell