

MADELIA ISD 837
BOARD OF EDUCATION MEETING
December 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 November 20, 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. Certifying the Final Levy for School Year 2025-2026

It is recommended that the Madelia School District 2025 Payable 2026 Levy be certified as follows:

General Education \$1,352,320

Community Service \$48,285

Debt Service \$2,272,025

Total \$3,672,629

ACTION: _____

b. Approval of the Resolution Authorizing the Issuance and Sale of the District's General Obligation School Building Bonds; Covenanting and Obligating the District to be Bound by and to use the State Credit Enhancement Program; and Declaring the Official Intent of the District to Reimburse Certain Expenditures from the Proceeds of Bonds to be issued by the District.

It is recommended to approve the Resolution as written and reviewed.

ACTION: _____

c. Approval of the 2026 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. NE, Madelia, Minnesota, Watonwan County as its polling place in 2026.

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 Combined Polling Place be approved for 2026.

ACTION: _____

d. 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 of Independent School District No. 837
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 a ballot candidate.

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

ACTION: _____

e. Approval of the MHS Cheer Team

It is the recommendation of the Extra Curricular Committee to approve the addition of the MHS Cheer Team effective immediately.

ACTION: _____

f. Approval of Dehler PR Agreement

It is the recommendation of Shelly Bauer, Superintendent, to approve an agreement with Dehler PR for 100 hours of work at \$120 per hour per the agreement. The scope of work would include ongoing communication regarding the bond referendum progress and additional content celebrating the happenings within the district.

ACTION: _____

g. Approval of Minnesota Paid Leave Guidelines

The district will follow Minnesota State Statute. It is recommended to approve the guidelines as written and presented for Minnesota Paid Leave for qualifying employees.

Madelia Public Schools ISD 0837 Intermittent leave for PFML

- Employees can take leave in small blocks of time rather than all at once. This is called intermittent leave. The minimum time is 1 day (no partial days allowed) Employees can take up to 480 hours of leave intermittently each year if they qualify (the equivalent of 12 weeks at 40 hours per week). If someone qualifies to take up to the maximum 20 weeks of leave in a year, it must be taken in one continuous block. Paid time off cannot be used while receiving PFML. If you request FMLA (federal law) it will run concurrently with PFML (state law).

ACTION: _____

h. Acceptance & Acknowledgement of Donations

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

- Ryan Koberoski- \$200 to help cover costs of advertising
- Lana Hilliard- \$75 to help pay for play expenses
- Tanya Whitney- Donated materials & time to building set pieces
- Glenn Christensen- tables and space for cast poster signing
- Madelia Chamber of Commerce- donating tables and helping with advertising for the play
- Christensen Communications- \$125 ad for the play
- Total Lawn Care- \$125 ad for the play
- Madelia Movie Theater- \$125 ad for the play
- Boyum Window and Siding- \$125 ad for the play
- Hope & Faith Floral- \$75 ad for the play
- Tony Downs Foods- \$125 ad for the play

- Preferred Printing- \$125 ad for the play and creating vibrant T-shirts and programs
- Linden Sky - \$75 ad for the play

ACTION: _____

8. COMMITTEE REPORTS

- River Bend Education District Report
- Community Education Advisory Committee Report
- Extra-Curricular Sub-Committee Report
- Wellness Report
- South Central Service Cooperative Report
- Other Committee Report

9. SUPERINTENDENT REPORT - Shelly Bauer

- 2025 Early Childhood Census
- CTE Grant

10. PRINCIPAL REPORTS

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

11. ADJOURN

**Clerk's Minutes of Regular Board Meeting
Madelia Board of Education
November 20, 2025
High School Conference Room**

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

Board Members Absent: Marquez, Sorenson

Ex Officio Member Present: Superintendent Bauer

Media Present: Michelle Knudson

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| 11-20-01 | Vice Chairperson Pace called the meeting to order with the Pledge of Allegiance. |
| 11-20-02 | DeLaCruz moved, Lais seconded to approve the agenda with the addition of Girl's Basketball Coach. Pass 5-0 |
| 11-20-03 | Odegard moved, Lais seconded to accept the agenda as listed: Approval of minutes from October 16, 2025 Regular Board Meeting and the approval of bills: \$272,702.62. Pass 5-0 |
| 11-20-04 | Dr. Teri Preisler, Acting Director of Center for Educator Partnerships and Student Support for the College of Education, Minnesota State University, Mankato, presented information regarding the membership of the district in the Minnesota Education Partnership. |

11-20-05 Hanson moved, Odegard seconded to approve the hiring of the following coaches:

Kayla Lindberg - One-Act-Play Advisory
Russell Nagel - Junior High Boys Basketball Coach
Glen Christensen - Junior High Boys Basketball (volunteer)
Brian Borkenhagen - Varsity Assistant Boys Basketball (volunteer)
Kyle Pietsch - Boys Basketball (volunteer)
Manette Becker - Girls Basketball (volunteer)

Pass 5-0

11-20-06 DeLaCruz moved, Lais seconded the approval of the Comprehensive Achievement and Civic Readiness (CACR) and Achievement and Integration Annual Report. Pass 5-0

11-20-07 DeLaCruz moved, Lais seconded the approval of Title I, II, III, IV Applications. Pass 5-0

11-20-08 Odegard moved, DeLaCruz seconded to approve the annual eLearning Plan. Pass 5-0

11-20-09 Odegard moved, DeLaCruz seconded to accept the following donations with thanks:

20 cases of envelopes - Preferred Printing
Banner donation - Everett Christensen Trust
Appreciation Basket - Pioneer Bank
\$3,500 snack cart donation - Alliance Bank
Science Lab donation - Tony Downs Food Group
\$1,000 for elementary school (use as they wish) - American Legion

Pass 5-0

COMMITTEE REPORTS

River Bend Education District Report - Ryan Lais reported about the COOP with Cedar Mountain.

Community Education Advisory Committee - None

Extra-Curricular Sub-Committee Report - Ben Odegard reported that the Spartan Logo was sent out.

Wellness Report - Jane reported

South Central Service Cooperative Report - None

SUPERINTENDENT REPORT

Superintendent Bauer gave a thank you to all staff for American Education Week. Bauer gave an update on the COMPASS District Leadership Committee Update and also talked about the Minnesota State University, Mankato Internship opportunity.

PRINCIPAL REPORTS

Elementary School - Ann Mikkalson reported

High School - Eric Martinez reported

ADJOURN: 7:43 P.M.

Respectfully Submitted,

Mindy Arkell

**Clerk's Minutes of Special Board Meeting
Madelia Board of Education
December 11, 2025
High School Conference Room**

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

Board Members Absent: None

Ex Officio Member Present: Superintendent Bauer

Media Present: None

- 12-11-01 Chairperson Sorenson called the meeting to order.
- 12-11-02 Odegard moved, Pace seconded the approval of the agenda. Pass 7-0
- 12-11-03 Auditors from Abdo, Certified Public Accountants and Consultants, presented, discussed and answered any questions regarding the 2024-2025 Financial Audit Report.
- 12-11-04 Pace moved, Lais seconded the approval of the School District Audit Report for 2024-2025.
Pass 7-0

ADJOURN: 5:45 P.M.

Respectfully Submitted,

Mindy Arkell