

JULY 27, 2023

MINUTES OF THE SCHOOL BOARD MEETING OF INDEPENDENT SCHOOL DISTRICT NO. 2184, ROCK COUNTY, LUVERNE, MINNESOTA. A regular meeting of the Board of Education, ISD #2184, was held in the District Office on July 27, 2023, at 7:00 p.m.

The following members were present: Ryan DeBates, Michael DeBates, Eric Hartman, Tim Jarchow, Randy Saker, and David Wrigg. Absent: Zach Nolz. Also present: Craig Oftedahl, Tyler Reisch, Ryan Johnson, Jason Phelps, Stacy Gillette, Becky Rahm, Patrick Kroski, and Mavis Fodness - Rock County Star Herald.

Chairperson Tim Jarchow opened the meeting with the Pledge of Allegiance. Motion made by Eric Hartman, second by David Wrigg, to approve the agenda as presented. Motion unanimously carried.

Administrative reports were given.

Motion made by David Wrigg, second by Eric Hartman, to approve the June 22, 2023, School Board minutes as presented. Motion unanimously carried.

Motion made by David Wrigg, second by Ryan DeBates, to accept the following donation:
Luverne Lions Club - \$500 to FCCLA for their National Convention trip
Motion unanimously carried.

Business Manager Tyler Reisch reviewed the District and Student Activity checks. Motion made by Eric Hartman, second by Michael DeBates, to approve payment of the bills in the amount of \$1,972,475.79 and payroll in the amount of \$225,720.31 for a total of \$2,198,196.10. Motion unanimously carried.

Motion made by David Wrigg, second by Ryan DeBates, to accept the Student Activity report showing the balances as of June 30, 2023. Motion unanimously carried.

The following vehicle fuel quotes were received on July 14, 2023:

| | Expressway/BP | CHS, Inc. |
|--------------------|-------------------------|------------------------|
| Premium/Unleaded | \$ -11 cents per gallon | Not available |
| Ethanol | \$ -11 cents per gallon | \$ -6 cents per gallon |
| #1 Diesel | \$ -11 cents per gallon | \$ -6 cents per gallon |
| #2 Diesel | \$ -11 cents per gallon | \$ -6 cents per gallon |
| 50/50 Blend Diesel | \$ -11 cents per gallon | \$ -6 cents per gallon |

Transportation Director Brad Goembel recommended accepting the Expressway/BP quote. Motion made by Ryan DeBates, second by Randy Saker, to accept the quote from Expressway/BP. Motion unanimously carried.

The following bakery products quotes were received on July 14, 2023:

| | Bimbo Bakeries | Pan-O-Gold Baking Co |
|----------------------------|-----------------------|-----------------------|
| Whole Grain Bread Sandwich | \$2.33 per 24 oz loaf | \$2.49 per 20 oz loaf |

| | | |
|---------------------------------|-----------------------|-----------------------|
| 100% Whole Wheat Bread | | \$2.47 per 20 oz loaf |
| White Sandwich Bread | \$2.33 per 24 oz loaf | \$2.53 per 20 oz loaf |
| Whole Grain White Bread | | \$2.52 per 20 oz loaf |
| Whole Grain Hot Dog Buns | \$2.23 per 12 count | |
| 6" White Hot Dog Buns | \$2.33 per 12 count | \$1.85 per 8 count |
| Whole Wheat Hot Dog Buns | | \$1.78 per 8 count |
| 4" Whole Grain Hamburger Buns | \$11.18 per 60 count | |
| Whole Wheat Hamburger Buns | | \$1.78 per 8 count |
| 4" White Hamburger Buns | \$5.59 per 30 count | \$1.85 per 8 count |
| 3" White Hamburger Buns | \$2.33 per 12 count | |
| 3.5" Whole Grain Hamburger Buns | \$11.18 per 60 count | |
| Whole Grain 6" Hoagie Buns | \$5.83 per 24 count | |
| White 6" Hoagie Buns | \$5.83 per 24 count | |
| Kids Choice Whole Grain Bread | \$2.53 per 24 oz loaf | |
| Dakota 12 Grain Bread | \$2.83 per 24 oz loaf | |
| Artesano Sausage Roll | | \$1.79 per 6 count |
| Artesano White Dinner Rolls | | \$2.24 per 12 count |

Food Service Director Ann Rigney recommended accepting the Bimbo Bakeries quote. Motion made by Ryan DeBates, second by Eric Hartman, to accept the quote from Bimbo Bakeries. Motion unanimously carried.

The following dairy products bids were received on July 14, 2023:

| | LandOLakes-Prairie Farms | Kemps Brands |
|------------------------------|--------------------------|--------------|
| 1% White – 8 ounce | 0.2520 | 0.2952 |
| Skim White – 8 ounce | 0.2482 | 0.2830 |
| 1% Chocolate – 8 ounce | 0.2712 | 0.3224 |
| Fat free Chocolate – 8 ounce | 0.2654 | 0.2936 |
| Cottage Cheese – 5# carton | 10.0594 | 10.5775 |
| Yogurt – 24 ounce | 2.0870 | 3.1200 |
| 1% white – gallon | 4.1779 | 4.6278 |

Food Service Director Ann Rigney recommended accepting the LandOLakes Prairie Farms bid. Motion made by Eric Hartman, second by Michael DeBates, to accept the bid from LandOLakes-Prairie Farms. Motion unanimously carried.

Business Manager Tyler Reisch reviewed the Health and Safety / Long Term Facility Maintenance with the school board. He reviewed the revenue and the upcoming projects for the next 10 years. Member Eric Hartman introduced the following resolution which was duly seconded by Member Ryan DeBates:

SCHOOL BOARD RESOLUTION
INDEPENDENT SCHOOL DISTRICT NO. 2184
ADOPTING THE SCHOOL DISTRICT'S FISCAL YEAR (FY) 25
LONG-TERM FACILITIES MAINTENANCE TEN-YEAR PLAN

WHEREAS, to qualify for Long-Term Facilities Maintenance revenue, Minnesota Statutes 2021, subd. 4 states a school district or intermediate district must annually adopt and approve a ten-year facilities plan by July 31 for commissioner approval.

WHEREAS, the school district has developed a ten-year Long-Term Facilities Maintenance Plan consistent with this law.

Upon vote being taken thereon, the following voted in favor of the motion: Ryan DeBates, Randy Saker, Tim Jarchow, Eric Hartman, David Wrigg, and Michael DeBates; and the following voted against: none; and the following were absent: Zach Nolz;

THEREFORE, BE IT RESOLVED THAT, the School Board of Independent School District No. 2184 approves and adopts the attached ten-year Long-Term Facilities Maintenance plan for FY 25 on the 27th day of July, 2023.

/s/ David Wrigg
School Board Clerk

Motion made by Ryan Debates, second by David Wrigg, to approve the Elementary Parent/Student Handbook as presented. Motion unanimously carried. Motion made by Ryan DeBates, second by David Wrigg, to approve the Middle/High School Parent/Student Handbook as presented. Motion unanimously carried. Motion made by David Wrigg, second by Ryan DeBates, to approve the Employee Handbook as presented. It was noted the only change to this handbook was the addition of the statute regarding nursing and lactating mothers. Motion unanimously carried.

Motion made by David Wrigg, second by Eric Hartman, to designate the following depositories for the 2023-2024 school year: First Farmers and Merchants National Bank; Minnwest Bank of Luverne and/or Minnwest Bank Systems; Security Savings Bank; Minnesota School District Liquid Asset Fund Plaus; and Smith Barney, Inc. Member Ryan DeBates abstained from the vote on the motion. Motion carried.

Motion made by Eric Hartman, second by Michael DeBates, to designate the *Rock County Star Herald* as the official newspaper used by the school district to publish meeting minutes. Motion unanimously carried.

Motion made by Eric Hartman, second by Ryan DeBates, to designate the following law firms: Knutson, Flynn and Deans; and, Ratwick, Rozak, Maloney and Bartel. Motion unanimously carried.

Motion made by Randy Saker, second by Eric Hartman, to designate the following representatives to the High School League Governing Board: School – Superintendent Craig Oftedahl; and, Student Activities – Activities Director Todd Oye. Motion unanimously carried.

Motion made by Eric Hartman, second by Ryan DeBates, to set the school board compensation for 2023-2024 as follows: \$60 for each scheduled regular meeting, \$50 for special meetings, and \$110 for meetings that last more than 6 hours. Members of the Board of Education are covered under Workers Compensation. Board members also receive honorary individual activity passes. Motion unanimously carried.

Motion made by Randy Saker, second by David Wrigg, to authorize Superintendent Craig Oftedahl to complete necessary paperwork at the Farm Service Agency as required. Motion unanimously carried.

Motion made by Ryan DeBates, second by Randy Saker, to grant Superintendent Craig Oftedahl the authority to serve as the identified official to authorize user access to the Minnesota Department of Education website. Motion unanimously carried.

Motion made by David Wrigg, second by Michael DeBates, to approve the memorandum of agreement with South Dakota State University which would allow teacher candidates to obtain field experience in the Luverne District. Motion unanimously carried.

Motion made by Eric Hartman, second by David Wrigg, to approve a request from Western Governors University to allow Steffanie St. Clair to complete 75 hours of preclinical experience in Secondary English from August 30, 2023, to October 31, 2023. Motion unanimously carried.

Member Randy Saker introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION OF
KAREN HUBBLING, NURSING ASSISTANT

WHEREAS, Karen Hubbling is a nursing assistant in Independent School District No. 2184.

BE IT RESOLVED, by the School Board of Independent School District No. 2184, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the employment of Karen Hubbling as nursing assistant in Independent School District No. 2184 is hereby terminated as of July 27, 2023, due to the discontinuance of the nursing assistant position.

BE IT FURTHER RESOLVED, that written notice has been sent to said nursing assistant regarding termination as provided by law.

The motion for the adoption of the foregoing resolution was duly seconded by Member David Wrigg and upon vote being taken thereon, the following voted in favor thereof: Ryan DeBates, Randy Saker, Tim Jarchow, Eric Hartman, David Wrigg, and Michael Debates; the following voted against: none; and the following were absent: Zach Nolz; whereupon said resolution was declared duly passed and adopted. It was noted this individual will be transferred back to her original Paraprofessional position.

Member David Wrigg introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION OF
JESSICA KNORR, A PARAPROFESSIONAL

WHEREAS, Jessica Knorr is a probationary paraprofessional in Independent School District No. 2184.

BE IT RESOLVED, by the School Board of Independent School District No. 2184, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the employment of Jessica Knorr, a paraprofessional in Independent School District No. 2184, is hereby terminated as of July 27, 2023.

BE IT FURTHER RESOLVED that written notice has been sent to said paraprofessional regarding termination as provided by law.

The motion for the adoption of the foregoing resolution was duly seconded by Member Eric Hartman, and upon vote being taken thereon, the following voted in favor thereof: Ryan DeBates, Randy Saker, Tim Jarchow, Eric Hartman, David Wrigg and Michael DeBates; and the following voted against: none; and the following were absent: Zach Nolz; whereupon said resolution was declared duly passed and adopted.

The second reading of Policy 516.5 – Overdose Medication was held. It was noted this policy is required by Statute. Motion made by Eric Hartman, second by Ryan DeBates, to approve this policy as presented. Motion unanimously carried.

Motion made by David Wrigg, second by Michael DeBates, to approve the hiring of Amy Lysne as Elementary Teacher for a salary of \$54,508.00. Motion unanimously carried.

Motion made by Ryan DeBates, second by David Wrigg, to approve the hiring of Skyler Wenninger as Middle School football coach. Motion unanimously carried.

Motion made by Eric Hartman, second by Randy Saker, to accept the retirement of Keith Brandt, bus driver, effective July 1, 2023. Motion unanimously carried.

Motion made by Ryan DeBates, second by Michael DeBates, to accept the resignation of Paula Lingen, Paraprofessional, effective July 19, 2023. Motion unanimously carried.

Motion made by David Wrigg, second by Randy Saker, to accept the resignation of Andrea Jacobsma, Paraprofessional, effective July 24, 2023. Motion unanimously carried.

Committee reports were given. The upcoming meeting dates were reviewed. Motion made by Ryan DeBates, second by Randy Saker, to adjourn the meeting. Motion unanimously carried.

Dated: July 27, 2023

David Wrigg, Clerk