

Minutes

- 1.0 **Called To Order-** 6:02 p.m. by Chair Schaefer
- 2.0 **Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, Paul Carlson, Tim Pahl
Absent - None
Guests - Carla Cronen and Wes Anderson
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- 3.0 **Approved Agenda** Motion- Hausmann, Second- Cronen, Action- Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 06/21/2021 Regular Board Meeting
Motion- Duncan, Second- Boon, Action- Unanimous Consent
- 5.0 **Approved Payment of June Bills for \$263,426.66**
Motion- Boon, Second- Duncan, Action- Unanimous Consent
- 6.0 **Upcoming dates**
6.01 Aug. 16 Fall Sports Practice Starts
6.02 Aug. 23 Regular Board Meeting
- 7.0 **Communications and Reports**
7.01 Report on Board Retreat – Provided highlights of the board retreat held on June 30th.
- 8.0 **Administrative Reports**
8.01 Principal Pahl – Monthly Report – Recognized Dr. Peterson and the Hancock High School Marching Band for their performance at the community July 4th parade. Highlighted important dates to begin a new school year including open house, new teacher orientation and 7th grade orientation.
8.02 Supt Carlson – Highlighted MSBA Summer Seminar, all school board members have participated in Phase I and II training. Highlighted MREA Accomplishments. Audit for Fiscal Year 2021 will begin on August 4th.
- 9.0 **New Business**
9.00 Placed Items 9.01 to 9.08 on a consent agenda and approved.
Motion- Hausmann, Second- Duncan, Action- Unanimous Consent with 1 abstention
- 9.01 Set Meeting Salary for Board Members (\$40)
9.02 Set Board Officer Salaries (\$200 Chair, \$75 Clerk & Treasurer)
9.03 Designated School Website Official Location to Post School Positions, School Board Minutes & Excess Property Sales.
9.04 Designated Official Depository (Community Development Bank, Hancock, MN)
9.05 Set Regular Board Meeting Schedule - 3rd Monday except Jan., & Feb., 4th Mondays, Meeting Time: 6 pm
9.06 Authorized - Supt. Carlson & Business Manager Galarneau to sign checks, use board officer signature plates, & make electronic transfers for 2021-2022.
9.07 Authorized Superintendent Paul Carlson as 2021-22 Purchasing Agent.
9.08 Approved Superintendent Paul Carlson as 2021-22 Federal Projects Director.
9.09 Approved resignation of Ashley Wehking (Cook).
Motion- Cronen, Second- Duncan, Action- Unanimous Consent
- 9.10 Adopted EDIAM Board Resolution – designating Paul Carlson as the Identified Official with Authority (IOWA) for local education agency that uses the Education Identity Access Management (EDIAM) system.
Motion- Hausmann, Second- Koehl, Action- Adopted Unanimously by Roll Call Vote
- 9.11 Adopted Resolution to approve the school district's FY 23 Long-Term Facilities Maintenance Ten-Year Plan including review of LTFM Revenue/Expenditures
Motion- Koehl, Second- Boon, Action- Adopted Unanimously by Roll Call Vote
- 9.12 Approved 2021-2022 Fee Schedule – Hot Lunch; Sports & Activities; (No change from last year)
Motion- Koehl, Second- Hausmann, Action- Unanimous Consent
- 9.13 Adopted MSHSL Membership Resolution for the 2021-2022 School Year
Motion- Hausmann, Second- Cronen, Action- Adopted Unanimously by Roll Call Vote
- 9.14 Approved Policy Update – Policy #208 Development, Adoption, and Implementation of Policies.
Motion- Koehl, Second- Duncan, Action- Unanimous Consent
- 9.15 Approved Thursday, July 29th, 2021 at 1:00 p.m., as deadline for accepting open enrollment applications.
Motion- Hausmann, Second- Boon, Action- Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourn** 7:05 p.m. Motion- Koehl, Second- Duncan, Action- Unanimous Consent

Minutes

- 1.0 **Called To Order-** 6:02 p.m. by Chair Schaefer
- 2.0 **Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, Paul Carlson, Tim Pahl (Arrived at 6:35 p.m.)
Absent - None
Guests - Matthew Josephson, Lori Bauer, Nicole Schmidt, Chuck Griffith
Public Comments - None
- 3.0 **Approved Agenda** Motion- Cronen, Second- Duncan, Action- Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 07/19/2021 Regular Board Meeting
Motion- Koehl, Second- Boon, Action- Unanimous Consent
- 5.0 **Approved Payment of July Bills for \$512,970.35**
Motion- Koehl, Second- Duncan, Action- Unanimous Consent
- 6.0 **Upcoming dates**
6.01 Aug. 26 Open House
6.02 Sept. 7 First Day of School
6.03 Sept. 15 Wellness and Health & Safety Committee Meeting – 8:15 a.m.
6.04 Sept. 20 Regular Board Meeting – 6:00 p.m.
- 7.0 **Communications and Reports**
7.01 Reviewed COVID-19 In-Person Learning Plan Health and Safety Measures.
7.02 Reviewed Open Enrollment Applications.
- 8.0 **Administrative Reports**
8.01 Principal Pahl: Monthly Report – Recognized volunteers who helped out with our Community Education programs this summer and Mr. Christianson who was named 9-man Coach of the Year. Reviewed enrollment, coaching assignments, important dates, and handbook updates and changes.
8.02 Superintendent Carlson: Highlighted MSBA Virtual Advocacy Tour–Tuesday, September 28th, 6:00 p.m.
- 9.0 **New Business**
9.01 Approved the proposed upgrade to existing HVAC Control Equipment and Components as presented.
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
9.02 Approved the 2021-2022 Fundraisers as presented.
Motion – Duncan, Second – Boon, Action – Unanimous Consent
9.03 Approved the 2021-22 Student Handbook updates as presented.
Motion – Cronen, Second – Koehl, Action – Unanimous Consent
9.04 Designated the Stevens County Times/Hancock Record as the official newspaper.
Motion – Duncan, Second – Hausmann, Action – Unanimous Consent
9.05 Awarded gas bid to Hancock Coop (Gas Discount -.05) and milk bid to Cash-Wa Distributing.
Motion – Koehl, Second – Boon, Action – Unanimous Consent
9.06 Approved the 2021-2023 Director of Maintenance Contract for Scott Ver Steeg.
Motion – Cronen, Second – Duncan, Action – Unanimous Consent
9.07 Approved the appointment of Lynda Goldenstein (Cook) and Joe Black (Bus Driver).
Motion – Koehl, Second – Hausmann, Action – Unanimous Consent
9.08 Approved the resignation of Rick Hauer (Custodian).
Motion – Boon, Second – Duncan, Action – Unanimous Consent
9.09 Approved the Cooperative Agreement for Hockey for the 2021-2022 and 2022-2023 school years.
Motion – Cronen, Second – Hausmann, Action – Unanimous Consent
9.10 Annual Review of Policies – (First Reading) – Update Policy #410 Family and Medical Leave Policy; Update Policy #413 Harassment and Violence; Update Policy #414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; Update Policy #415 Mandated Reporting of Maltreatment of Vulnerable Adults; Update Policy #506 Student Discipline; Update Policy #514 Bullying Prohibition
9.11 Approved the appointment of C-Squad Volleyball Coach Aria Walstad and Jr. High Volleyball Coach Ashlyn Mattson Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourned** 7:36 p.m. Motion – Duncan, Second – Koehl, Action – Unanimous Consent

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Chair Schaefer.
- 2.0 **Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, Paul Carlson, Tim Pahl
Absent - None
Guests - Ashley Lorentz, Karl Erickson, Chad Christianson
Public Comments - None
- 3.0 **Approved Agenda** Motion- Cronen, Second- Duncan, Action- Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 08/23/2021 Regular Board Meeting
Motion- Boon, Second- Hausmann, Action- Unanimous Consent
- 5.0 **Approved Payment of August Bills for \$211,617.03**
Motion- Duncan, Second- Koehl, Action- Unanimous Consent
- 6.0 **Upcoming dates**
6.01 Oct. 21-22 Education MN Conference
6.02 Oct. 18 Regular Board Meeting 6 pm
- 7.0 **Communications and Reports**
7.01 Update on School Wellness, Health and Safety Committee Meeting
- 8.0 **Administrative Reports**
8.01 Principal Pahl – Provided highlights of his monthly report recognizing students and staff, reviewing events and homecoming activities the week of October 4th. Principal Pahl also provided the results of the Minnesota Comprehensive Assessments for Reading, Math, and Science by grade level with prior year comparisons.
8.02 Superintendent Carlson – Reviewed 1st day enrollment projections and also reviewed the levy history.
- 9.0 **New Business**
9.01 Approved the proposed 2021 Payable 2022 Levy Certification at the Maximum.
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 9.02 Set the Truth in Taxation Hearing as a part of the regular school board meeting – Dec. 20, 6 pm, with continuation if necessary for Dec. 21, 6 pm.
Motion – Boon, Second – Koehl, Action – Unanimous Consent
- 9.03 Personnel – Approved the appointment of Jacob Wymer, Jr. High Football coach.
Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 9.03b Personnel – Approved the resignation of Aria Evink from Jr. High Basketball.
Motion – Koehl, Second – Boon, Action – Unanimous Consent
- 9.06 Annual Review of Policies – (Second Reading) – Approved the updates to the following policies: Policy #410 Family and Medical Leave; Policy #414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; Policy #415 Mandated Reporting of Maltreatment of Vulnerable Adults; Policy #506 Student Discipline. Deferred Policy #413 Harassment and Violence and Policy #514 Bullying Prohibition to review in more detail at a school board retreat due to the number of suggested changes.
Motion – Hausmann, Second – Cronen, Action – Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourned** 6:50 p.m. Motion – Duncan, Second – Koehl, Action – Unanimous Consent

Minutes

- 1.0 **Called To Order-** 6:15 p.m. by Chair Schaefer.
- 2.0 **Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Tim Schaefer, Paul Carlson, Tim Pahl, Megan Garlandaruea
Absent - Troy Hausmann, Kevin Koehl
Guests - Abbie Biegner, Hilary Kampmeier
- 3.0 **Approved Agenda** Motion- Cronen, Second- Duncan, Action- Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 09/20/2021 Regular Board Meeting
Motion- Cronen, Second- Boon, Action- Unanimous Consent
- 5.0 **Approved Payment of September Bills for \$315,393.17**
Motion- Duncan, Second- Cronen, Action- Unanimous Consent
- 6.0 **Communications and Reports**
- 6.01 Future Outdoor Facility Improvements
- 6.02 Approved the 2021-2022 Annual World's Best Workforce Plan
Motion- Duncan, Second- Cronen, Action- Unanimous Consent
- 7.0 **Upcoming dates**
- 7.01 November 2nd Election Day – No school election.
- 7.02 November 3rd PLC
- 7.03 November 5th End of 1st Quarter
- 7.04 November 5th & 6th Fall Play – November 5th, 7:00 pm; November 6th, 2:00 pm
- 7.05 November 11th & 16th Parent Teacher Conferences – 4:00 – 8:00 pm
- 7.06 November 18th Fall Band Concert (Grades 9-12) – 7:00 pm
- 7.07 November 15th Regular Board Meeting 6 pm
- 7.08 November 15th-19th American Education Week (Serve Lunch – Wed. November 17th)
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl – Monthly Report included recognition of staff, students and community members including the Hancock Fire Department and Phil Millette during Fire Prevention Week. Those who donated to the FFA Corn Drive. Recognized those who contributed to a successful Homecoming week. Reviewed important upcoming events.
- 8.02 Superintendent Carlson – Provided a MSBA Conference brochure for January 12th – 14th; suggested the Winter Retreat Date for Monday, January 31st, 2022; Reviewed updated enrollment; provided a COVID update with frequently asked question. Provided an update on food service providers, the district will be contracting with Sysco.
- 9.0 **Personnel**
- 9.01 2021-2022 Health Services RN Contract – Jill Steiner
Motion – Boon, Second – Duncan, Action – Unanimous Consent
- 9.02 Leave Request – Leah Schroeder; Long-term Substitute Kristi Fehr
Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 10.0 **New Business**
- 10.01 2020-2021 Audit Presentation – Derek Flanagan, Senior Manager - Eide Bailly
Adopted the Resolution to Approve the Fiscal 2021 Audit
Motion – Boon, Second – Duncan, Action – Unanimous Consent
- 10.02 Reviewed Current Year Revenue and Expenditure Summaries as of July 31, 2021 and September 30, 2021 (Informational)
- 10.03 Policy Review (First Reading) – Updates to Policy #102 Equal Educational Opportunity; New Policy #214 Out-of-State Travel by School Board Members.
- 11.0 **Other Items** - None
- 12.0 **Adjourn** 7:37 p.m. Motion – Duncan, Second – Boon, Action – Unanimous Consent

**HANCOCK BOARD OF EDUCATION MEETING – November 15, 2021 - 6:00 PM
Board Room - HANCOCK PUBLIC SCHOOLS**

ITEM 4.0

Minutes

- 1.0 Called To Order-** 6:00 p.m. by Chair Schaefer.
- 2.0 Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, Paul Carlson, Tim Pahl,
Absent - _____
Guests - Jamie Pribbenow, Kayla Erdahl, Katie Erdman
- 3.0 Approved Agenda** Motion- Duncan, Second- Boon, Action- Unanimous Consent
- 4.0 Approved Minutes** Approved Minutes of 10/18/2021 Regular Board Meeting
Motion- Cronen, Second- Koehl, Action- Unanimous Consent
- 5.0 Approved Payment of October Bills for \$217,041.07**
Motion- Duncan, Second- Hausmann, Action- Unanimous Consent
- 6.0 Communications and Reports**
- 6.01 ADSIS Update – Lynn Nelson provided an overview of ADSIS program.
- 6.02 Monthly Budget Report - Reviewed current year revenue and expenditures as of October 31st, 2021.
- 7.0 Upcoming dates**
- 7.01 November 11th & 16th Parent Teacher Conferences – 4:00 – 8:00 pm
- 7.02 November 15th-19th American Education Week (Serve Lunch – Wed. November 17th)
- 7.03 November 18th Fall Band Concert (Grades 9-12) – 7:00 pm
- 7.04 December 1st Wellness, Health & Safety Committee Meeting – 8:00 am
- 7.05 December 20th Regular Board Meeting & Truth in Taxation Hearing – 6:00 pm
- 7.06 January 31st Winter Retreat for School Board – 4:00 pm in the Media Center
- 8.0 Administrative Reports**
- 8.01 Principal Pahl – Mr. Pahl recognized and congratulated several groups and individuals. Highlighting several academic awards such as an Academic All-State selection in 9-man football. The football team received an academic gold award placed second highest in GPA out of all classes. The senior girls volleyball players were all named Academic All-State players with a cumulative GPA of 3.99.
- 8.02 Superintendent Carlson – a. MSBA Conference January 12th – 14th; b. Provided a copy of the election results impacting schools; c. Announced the Region 1 board election; d. Set Finance Committee meeting date for Tuesday, December 7th at 4:30 p.m.
- 9.0 Personnel**
- 9.01 Approve Winter 2021-2022 Coaching Assignments – David Peterson, Jr. High Girls Basketball; Nick Garmen, Assistant Boy's Basketball; and Josh Cozatt, C-Squad Boys Basketball
Motion – Koehl, Second – Duncan, Action - Unanimous Consent
- 10.0 New Business**
- 10.01 Approve 2021-2022 Budget Publication Report
Motion – Koehl, Second – Boon, Action - Unanimous Consent
- 10.02 Approve the Following Policies (Second Reading) - #102 Equal Educational Opportunity (Update); #214 Out-of-State Travel by School Board Members (New).
Motion – Duncan, Second – Hausmann, Action - Unanimous Consent
- 10.03 Approve Health Partners for Group Health Insurance Provider
Motion – Hausmann, Second – Boon, Action - Unanimous Consent
- 11.0 Other Items** - None
- 12.0 Adjourn** 6:59 p.m. Motion – Cronen, Second – Duncan, Action - Unanimous Consent

HANCOCK BOARD OF EDUCATION MEETING – December 20, 2021 – 6:00 PM Item 5.0
Board Room – ISD 768 - HANCOCK PUBLIC SCHOOLS

Minutes

- 1.0 Called To Order-** 6:00 p.m. by Chair Schaefer.
- 2.0 Roll Call:** Present - Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, John Boon (Arrived at 6:04), Paul Carlson, Tim Pahl,
Absent - None
Guests - Wes Anderson, Chad Christianson, and David Peterson
- 3.0 Approved Agenda** Motion- Hausmann, Second- Duncan, Action- Unanimous Consent
- 4.0 Approved Minutes** Approved Minutes of 11/15/2021 Regular Board Meeting
Motion- Cronen, Second- Hausmann, Action- Unanimous Consent
- 5.0 Approved Payment of November Bills for \$203,692.76**
Motion- Cronen, Second- Koehl, Action- Unanimous Consent
- 6.0 Upcoming dates**
- | | | | |
|------|--------------------|--|-------------------------------------|
| 6.01 | December 20 | Regular Board Meeting | 6:00 p.m. Truth-In-Taxation Hearing |
| 6.02 | December 23 | Christmas Break | |
| 6.03 | January 3 | School Resumes | |
| 6.04 | January 12, 13, 14 | MSBA Annual Winter Leadership Conference | |
| 6.05 | January 18 | Regular Board Meeting | 6:00 p.m. |
| 6.06 | January 21 | End of 2 nd Quarter | |
| 6.07 | January 31 | School Board Retreat | 4:00 p.m. in the Library |
- 7.0 Communications and Reports**
- 7.01 Superintendent Carlson provided highlights of the Truth-In-Taxation presentation. Reviewed 2021 Pay 2022 Levy Information and Comparison.
- 7.02 Current Year Budget Review – Reviewed current year revenue and expenditure summary including a two year look back of percent actuals.
- 8.0 Administrative Reports**
- 8.01 Principal Pahl – Monthly Report – Mr. Pahl thanked several volunteers, especially those who made the recent winter concerts a success. He also recognized the Community Development Bank for donating winter stocking caps for all elementary students. He also congratulated the Senior High Knowledge Bowl team that placed third out of 21 teams at a meet in Concordia Moorhead. There will be 14 Hancock band students participating in Honor Band Performances on January 15 at the Marshall Middle and High Schools.
- 8.02 Superintendent Carlson – Reminder, MSBA Conference Jan. 12th, 13th, 14th. Provided a copy of the 2022 MREA Legislative Platform. Passed out ballots for the Region 1 Joint Powers Board Elections. Provided highlight of the partnership with College in the Schools at U of M Twin Cities.
- 9.0 New Business**
- 9.01 Certified the 2021 Pay 2022 Final Levy of \$1,316,326.45
Motion – Koehl, Second – Boon, Action – Unanimous Consent
- 9.02 Approved the preliminary seniority list
Motion – Duncan, Second – Koehl, Action – Unanimous Consent
- 9.03 Approved the 2022-2023 School Calendar
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 9.04 Approved the resignation of Head Volleyball Coach Kortney Ejnrik with thanks and appreciation for her years of service.
Motion – Hausmann, Second – Koehl, Action – Unanimous Consent
- 10.0 Other Items -**
- 11.0 Adjourned** 6:47 p.m. Motion – Schaefer, Second – Cronen, Action – Unanimous Consent

HANCOCK BOARD OF EDUCATION MEETING – January 18, 2022 – 6:00 PM
BOARD ROOM – ISD 768 - HANCOCK PUBLIC SCHOOL

Item 4.0

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Acting Chair Tim Schaefer
- 2.0 **Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, Tim Pahl, Paul Carlson
Absent - None
Guests - Katie Erdman, Karla Cronen, Ashely Christianson, Chad Christianson
- 3.0 **Elected the following Officers** 3.01 Chair- Schaefer, 3.02 Clerk- Koehl, 3.03 Treasurer- Hausmann
- 4.0 **Approved Agenda** Motion – Duncan, Second - Cronen, Action- Unanimous Consent
- 5.0 **Approved Minutes** Approved Minutes of 12/20/2021 Regular Board Meeting
Motion – Cronen, Second - Hausmann, Action- Unanimous Consent
- 6.0 **Approved Payment of December Bills - \$214,940.10**
Motion – Koehl, Second – Boon, Action – Unanimous Consent
- 7.0 **Committee Appointments** - Chair Schaefer reviewed the following Committee appointments for 2022
- | | | | |
|--------------------------------|-------------------------|-------------------------|----------------------------|
| 1. MSBA Legislative Liaison | Cronen | 2. MWSEC + Alt | Hausmann, Boon (Alternate) |
| 3. MSHSL | Hausmann | 4. Community Education | Hausmann |
| 5. Health & Safety Committee | Hausmann | 6. Technology Committee | Boon, Duncan |
| 7. Classified Negotiations | Boon, Koehl | 8. Teacher Negotiations | Duncan, Koehl, Schaefer |
| 9. Administrative Negotiations | Duncan, Hausmann | 10. Data Analysis | Koehl, Schaefer |
| 11. Finance Committee | Cronen, Koehl, Schaefer | 12. Truancy Committee | Duncan, Hausmann |
| 13. Strategic Planning | Duncan, Koehl, Hausmann | 14. Building Committee | Boon, Duncan, Hausmann |
- 8.0 **Upcoming dates**
- | | | | |
|------|--------------------------|---------------------------------------|---------|
| 8.01 | January 31 st | School Board Retreat – Mr. Schaefer's | 4:00 pm |
| 8.02 | February 2 | Health & Safety Meeting | 8:00 am |
| 8.03 | February 22 | Regular School Board Meeting. | 6 pm |
- 9.0 **Communications and Reports**
- 9.01 2021-2022 Budget Review - Superintendent Carlson provided an overview of the current year budget revenue and expenditures by source, object series and program series comparing percent of budget expended with past two years.
- 10.0 **Administrative Reports**
- 10.01 Principal Pahl – Recognized the paraprofessionals for everything they do to help our students. Next week is Paraprofessional Recognition Week. Recognized Ms. Lorentz for organizing this year's Spelling Bee. Congratulated Tori Pahl and Matt Thompson who will be representing Hancock in the Triple A (Academics, Arts, and Athletics) Award. Congratulated Gavin Blair, winner of the Spelling Bee Contest. Provided updates in enrollment and winter sports season. Discussed the need to post for a full-time physical education teacher and elementary teaching position for the next school year
- 10.02 Superintendent Carlson – Recognized the school board members who attended the MSBA Leadership Conference. The Hancock District was well represented. Discussed the need to schedule a Negotiations Committee meeting.
- 11.0 **New Business**
- 11.01 Approved Final Seniority List
Motion – Koehl, Second – Boon, Action – Unanimous Consent
- 11.02 Adopted a Resolution Directing Administration to Recommend Budget Reductions for the 2022-2023 school year.
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 11.03 Approved the Increase in Substitute Teacher Pay to \$135/day (currently \$100)
Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 11.04 Personnel – Approved the resignation of Nicole Schmidt as Speech Advisor. Appointed Paul Hartmann as Speech Advisor.
Motion – Hausmann, Second – Koehl, Action – Unanimous Consent
- 12.0 **Other Items** - None
- 13.0 **Adjourned** 6:45 pm Motion – Koehl, Second – Duncan, Action – Unanimous Consent

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Chair Schaefer.
- 2.0 **Roll Call:** Present - Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, John Boon
Tim Pahl, Paul Carlson (remote access)
Absent - None
Guests - Chad Christianson, Katie Erdman (remote access)
- 3.0 **Approved Agenda** Motion– Boon, Second– Duncan, Action– Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 1/18/2022 Regular Board Meeting
Motion– Hausmann, Second– Boon, Action– Unanimous Consent
- 5.0 **Approved Payment of January Bills for \$987,531.39**
Motion– Duncan, Second– Hausmann, Action– Unanimous Consent
- 6.0 **Upcoming dates**
- | | | |
|------|----------|--|
| 6.01 | March 18 | Kindergarten Round Up – 8:00 AM – 11:30 AM |
| 6.02 | March 14 | First Day of Track & Softball |
| 6.03 | March 21 | First Day of Baseball |
| 6.04 | March 21 | School Board Meeting – 6:00 PM |
- 7.0 **Communications and Reports**
- 7.01 Presented highlights from January 31, 2022 School Board Retreat.
- 7.02 Troy Hausmann provided highlights of the February Wellness, Health and Safety Committee Meeting.
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl – Activities are happening this week to celebrate FFA and BPA. Recognized Jordan Hausmann who received a full-ride President’s Regional Scholars Award Scholarship at SMSU. Recognized Regional Spelling Bee participant, Students of the Month and Athletes of the Month. Updated the student enrollment at 415 students.
- 8.02 Superintendent Carlson – Reported that the modification factor for worker’s compensation will reduce from 1.69 to .72. Reviewed current year budget update as of January 31st. Presented the special education cross subsidy for districts in the special education collaborative.
- 9.0 **New Business**
- 9.01 Approved Adding a Physical Education Teaching Position Beginning with the 2022-2023 School Year.
Motion – Hausmann, Second – Boon, Action – Unanimous Consent
- 9.02 First Reading – Reviewed updates to Policy #413 Harassment and Violence; and Policy #514 Bullying Prohibition.
- 9.03 Approved the 2021-2023 HEA Tentative Agreement as presented by the Negotiations Committee.
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent with Justin Cronen abstaining.
- 9.04 Approved Leave Request for Lacey Biesterfeld as Provided in the Master Agreement
Motion – Koehl, Second – Boon, Action – Unanimous Consent
- 9.05 Approved the resignation of Hilary Kampmeier as the ECFE Instructor.
Motion – Duncan, Second – Koehl, Action – Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourn** 6:43 p.m. Motion – Cronen, Second – Koehl, Action – Unanimous Consent

Minutes

- 1.0 **Called To Order-** 6:04 p.m. by Chair Schaefer.
- 2.0 **Roll Call:** Present - Justin Cronen, Brett Duncan, Troy Hausmann, Tim Schaefer, John Boon,
Tim Pahl, Paul Carlson
Absent - Kevin Koehl
Guests - Chad Christianson, Kaylee Nuest
- 3.0 **Approved Agenda** Motion– Cronen _____, Second– Boon _____, Action– Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 2/22/2022 Regular Board Meeting
Motion– Cronen _____, Second– Duncan _____, Action– Unanimous Consent
- 5.0 **Approved Payment of February Bills for \$244,218.78**
Motion– Boon _____, Second– Hausmann _____, Action– Unanimous Consent
- 6.0 **Upcoming dates**
- 6.01 March 28th DC/NY Trip
- 6.02 April 4th Cake Walk – Big Gym – 7:00 PM
- 6.03 April 18th School Board Meeting – 6:00 PM
- 6.04 April 23rd Prom – Old #1
- 7.0 **Communications and Reports**
- 7.01 Reviewed Legislative update provided by Ewald Consulting. The first deadline of March 25th is when committees must act favorably on bills in their house of origin.
- 7.02 Reviewed current year budget update for period Ending, February 28, 2022.
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl presented his monthly report recognizing Mrs. Nelson and volunteers for organizing and helping with the Scholastic Book Fair. Congratulated the girls basketball team for their Class A State Championship and Academic Gold Honors. Also recognized the boys basketball team as State Class A Academic Champions. Also, MAHACA Wrestling for earning a gold plaque Academic Award.
- 8.02 Superintendent Carlson set Finance Committee meeting for April 11th, 4:00 p.m. to begin the budget revision process.
- 9.0 **New Business**
- 9.01 Second Reading – Approved updates to Policy #413 Harassment and Violence; and Policy #514 Bullying Prohibition.
Motion – Hausmann _____, Second – Cronen _____, Action – Unanimous Consent
- 9.02 Approved summer projects as presented.
Motion – Duncan _____, Second – Hausmann _____, Action – Unanimous Consent
- 9.03 Approved Grant Award from the MDE Agriculture Education Summer Grant Program - \$4,849.
Motion – Boon _____, Second – Duncan _____, Action – Unanimous Consent
- 9.04 E-Learning Discussion – Schools that chose to have e-learning days may have up to five e-learning days in one school year. No directive was given to develop and implement an e-learning plan.
- 9.05 Approved the Appointment of Patrick Murphy – Assistant Track Coach and the appointment of Cory Bedel and Chad Christianson – Co-Head Baseball Coaches.
Motion – Boon _____, Second – Duncan _____, Action – Unanimous Consent
- 9.06 Approved the Resignation of Sabrina Teague – Cook and Bus Driver.
Motion – Hausmann _____, Second – Cronen _____, Action – Unanimous Consent
- 9.07 Approved the Resignation and Transfer of VIAnn Larson – Head Cook to Second Cook.
Motion – Cronen _____, Second – Duncan _____, Action – Unanimous Consent
- 9.08 Approved Grant Award of \$875 through the Riverview Fund, a donor advised fund of the West Central Initiative for the Kindergarten Field Trip.
Motion – Boon _____, Second – Hausmann _____, Action – Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourn** 7:05 p.m. Motion – Hausmann _____, Second – Duncan _____, Action – Unanimous Consent

HANCOCK BOARD OF EDUCATION MEETING – April 18, 2022 – 6:00 PM
Board Room – ISD 768 - HANCOCK PUBLIC SCHOOLS

Item 4.0

Minutes

- 1.0 **Called To Order-** 6:04 p.m. by Chair Schaefer.
- 2.0 **Roll Call:** Present – John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, _____
Tim Pahl, Paul Carlson
Absent - _____
Guests - Chad Christlanson, Chuck Griffith, Jacob Wymer, Alexander Daugherty, Kaitlyne Enevoldsen, Sarah Arndt, Katie Erdman
- 3.0 **Approved Agenda** Motion– Cronen _____, Second– Boon _____, Action– Unanimous Consent _____
Removed item 9.09 to consider at the May School Board meeting.
- 4.0 **Approved Minutes** Approved Minutes of 3/21/2022 Regular Board Meeting
Motion– Cronen _____, Second– Duncan _____, Action– Unanimous Consent _____
- 5.0 **Approved Payment of February Bills for \$340,923.71**
Motion– Koehl _____, Second– Hausmann _____, Action– Unanimous Consent _____
- 6.0 **Upcoming dates**
- | | | |
|------|------------------------|---|
| 6.01 | April 23 rd | Prom – Red Carpet Main Gym – 5:30 p.m. Meal at Old #1 7:30 p.m. |
| 6.02 | April 29 th | FFA Banquet – 6:00 p.m. |
| 6.03 | May 3 rd | Band Pops Concert – 7:00 p.m. |
| 6.04 | May 10 th | Choir Pops Concert – 7:00 p.m. |
| 6.05 | May 16 th | School Board Meeting – 6:00 PM – Board Room |
| 6.06 | May 20 th | Graduation – 7:00 PM |
- 7.0 **Communications and Reports**
- 7.01 Provided an overview of the current year budget revenue and expenditures for period ending March 31, 2022
- 7.02 Highlighted the Finance Committee meeting & Technology Committee meeting.
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl: Congratulated and recognized several groups and individuals for their accomplishments over the last month including state honors for athletes and coaches. Recognized the Band and Choir Solo Ensemble superior ratings. Reviewed current year enrollment and projected enrollment for the next school year. Reviewed a number of upcoming events.
- 8.02 Superintendent Carlson: Presented three scenarios to consider for referendum revenue comparing state aid and local levy impact. Hancock has been working with local school districts discussing increasing mental health services as a part of a collaborative with Steven County. More information to be presented at the next meeting. Shared highlights of the summer school programming the school will be able to offer this summer. It is a five-week program offered in the morning on Tuesday, Wednesday, and Thursday, starting on June 14th.
- 9.0 **New Business**
- 9.01 Approved the list of 2022 Graduates.
Motion – Cronen _____, Second – Duncan _____, Action – Unanimous Consent _____
- 9.02 Closed open enrollment grades 8-12 for the 2022-2023 school year effective April 7, 2022.
Motion – Hausmann _____, Second – Boon _____, Action – Unanimous Consent _____
- 9.03 Approved the resignation of Amy Brown at the end of the 2021-22 school year.
Motion – Cronen _____, Second – Duncan _____, Action – Unanimous Consent _____
- 9.04 Approved the resignation of Joshua Cozatt at the end of the 2021-22 school year.
Motion – Cronen _____, Second – Duncan _____, Action – Unanimous Consent _____

- 9.05 Approved Physical Education Instructor appointment of Alexander Daugherty.
Motion – Boon _____, Second – Duncan _____, Action – Unanimous Consent _____
- 9.06 Approved Elementary Instructor appointment of Kaitlynn Enevoldsen.
Motion – Koehl _____, Second – Hausmann _____, Action – Unanimous Consent _____
- 9.07 Approved Social Studies Instructor appointment of Sarah Arndt.
Motion – Koehl _____, Second – Duncan _____, Action – Unanimous Consent _____
- 9.08 Approved the leave request for Hilary Kampmeier.
Motion – Hausmann _____, Second – Boon _____, Action – Unanimous Consent _____
- 9.10 Approved wage increases for support staff totaling \$21,691, plus PTO benefit.
Motion – Duncan _____, Second – Hausmann _____, Action – Unanimous Consent _____
- 9.11 Approved the 2021-2022 budget revisions as recommended by the Finance Committee.
Motion – Koehl _____, Second – Hausmann _____, Action – Unanimous Consent _____
- 9.12 Approved the tenure of Lacey Biesterfeld and Kayla Erdahl.
Motion – Boon _____, Second – Koehl _____, Action – Unanimous Consent _____
- 9.13 Approved the home demolition of the former Kim Wulf property and quote restoring with class five surface.
Motion – Koehl _____, Second – Hausmann _____, Action – Unanimous Consent _____
- 9.14 Approved the 2022-2023 Superintendent Contract.
Motion – Boon _____, Second – Duncan _____, Action – Unanimous Consent _____
- 10.0 **Other Items** - Discussed updating the State Championship sign by the Little League Field.
- 11.0 **Adjourn 7:18 p.m.** Motion – Duncan _____, Second – Koehl _____, Action – Unanimous Consent _____

HANCOCK BOARD OF EDUCATION MEETING – May 16, 2022 – 6:00 PM
Board Room – ISD 768 - HANCOCK PUBLIC SCHOOLS

Item 4.0

Minutes

- 1.0 **Called To Order-** 6:02 p.m. by Chair Schaefer.
- 2.0 **Roll Call:** Present – John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Tim Schaefer,
Tim Pahl, Paul Carlson
Absent - Kevin Koehl
Guests - Chad Christianson, Tony Thielke, Brandon Bursack, Katie Erdman
- 3.0 **Approved Agenda as modified adding item 9.08**
Motion– Duncan, Second– Hausmann, Action– Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 04/18/2022 Regular Board Meeting.
Motion– Cronen, Second– Boon, Action– Unanimous Consent
- 5.0 **Approved Payment of April Bills for \$274,028.35**
Motion– Cronen, Second– Hausmann, Action– Unanimous Consent
- 6.0 **Upcoming dates**
- | | | |
|------|-----------------------|--|
| 6.01 | May 20 th | Graduation – 7:00 p.m. Main Gym |
| 6.02 | May 25 th | Kindergarten Graduation – 2:00 p.m. Main Gym |
| 6.03 | May 26 th | Last Day of School (half day) |
| 6.04 | May 30 th | Memorial Day |
| 6.05 | May 27 th | Teacher Inservice |
| 6.04 | June 20 th | School Board Meeting – 6:00 PM – Board Room |
- 7.0 **Communications and Reports**
- 7.01 Current Year Budget Update – Period Ending – April 30, 2022
- 7.02 Wellness/Health and Safety Committee Meeting Highlights
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl: Recognized all staff for their hard work, flexibility, and dedication as we near the end of a school year. Recognized those who donated to post prom. Community Development Bank and Hancock Lions for supporting senior picture banners, Baccalaureate, and little league. Congratulated a number of staff and students, provided a copy of the 2022-2023 master schedule. Highlighted damage caused by the storm.
- 8.02 Superintendent Carlson: The district is working on receiving quotes for property and liability package policy renewal premiums and worker's compensation renewal premium. Researching the electric school bus program. Improvements are being made to electric buses and grant award amounts.
- 9.0 **New Business**
- 9.01 Approved Retirement Agreement as presented with Amy Brown.
Motion – Cronen, Second – Boon, Action – Unanimous Consent
- 9.02 Approved the resignation of Corey Ascherman – Custodian, with thanks.
Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 9.03 Approved property restoration for class five gravel, contracting with Schaefer Excavating, LLC
Motion – Duncan, Second – Hausmann, Action – Unanimous Consent
- 9.04 Approved Aria Evink increased counselling services contract effective for the 2022-2023 school year.
Motion – Boon, Second – Duncan, Action – Unanimous Consent
- 9.05 Approved the resignation of Kari Erickson, elementary teacher effective at the end of the 2021-2022 school year. The school board also thanked Kari for her five years of service and dedication.
Motion – Hausmann, Second – Cronen, Action – Unanimous Consent
- 9.06 Approved Eide Bailly to provide audit services for the fiscal year 2022.
Motion – Duncan, Second – Boon, Action – Unanimous Consent
- 9.07 Reviewed sample ballot language to consider for November election.
- 9.08 Approved the resignation of Tony Thielke as Head Girls' Basketball Coach
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourn** – 7:12 p.m. Motion - Boon, Second – Cronen, Action – Unanimous Consent

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Chair Schaefer.
- 2.0 **Roll Call:** Present – John Boon, Brett Duncan (arrived at 6:04), Troy Hausmann, Kevin Koehl, Tim Schaefer, Tim Pahl, Paul Carlson
Absent - Justin Cronen
Guests - Chad Christianson, Leah Schroeder, Alyssa Ukestad, Katie Erdman
- 3.0 **Approved Agenda as presented.**
Motion– Boon, Second– Koehl, Action– Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 05/16/2022 Regular Board Meeting.
Motion– Boon, Second– Hausmann, Action– Unanimous Consent
- 5.0 **Approved Payment of April Bills for \$275,727.76**
Motion– Hausmann, Second– Koehl, Action– Unanimous Consent
- 6.0 **Upcoming dates**
6.01 July 4th 4th of July Parade – 1:00 p.m.
6.02 June 27th – July 1st District Office closed for cleaning
6.03 July 18th School Board Meeting – 6:00 PM – Board Room
- 7.0 **Communications and Reports**
7.01 Reviewed current year budget revenue and expenditures for period ending – May 31st, 2022.
7.02 Finance Committee Report - 2022-2023 Preliminary Budget will be presented in item 10.1
7.03 Open enrollment applications will be reviewed at the July meeting.
- 8.0 **Administrative Reports**
8.01 Principal Pahl: Provided his monthly report. Recognized student athletes for All-Conference in softball, baseball, and track and field, including academic awards. Reviewed current staffing for the 2022-2023 school year. Reviewed projected enrollment. Forty-five students are attending summer school. The school will be hosting an open house on Saturday, July 2nd from 10:00 a.m. to 2:00 p.m. Tours will be provided as well.
8.02 Superintendent Carlson: Proposed a summer school board retreat for Wednesday, July 13th – 4:00 p.m., date will need to be confirmed. Reviewed general election timeline. Provided information on how the referendum inflation adjustment is calculated on the operating levy.
- 9.0 **Personnel (Consent Agenda Items) – Approved the following personnel appointments and resignation.**
9.01 Appointment of Alyssa Ukestad – Elementary Teacher
9.02 Appointment of Janelle Madden – Paraprofessional
9.03 Appointment of Chad Nuest – Head Girls Basketball Coach
9.04 Resignation from Chad Christianson for Baseball Co-Head Coach
Motion– Hausmann, Second– Duncan, Action– Unanimous Consent
- 10.0 **New Business**
10.01 Approved the 2022-2023 proposed budget as presented.
Motion– Boon, Second– Koehl, Action– Unanimous Consent
10.02 Approved FY 2023 Lakes Country Service Cooperative membership as presented.
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
10.03 Approved FY 2023 MREA membership as presented.
Motion – Koehl, Second – Boon, Action – Unanimous Consent
10.04 Approved the West Central Initiative Grant Awards for \$2,365.40 from the Hancock School Fund.
Motion – Koehl, Second – Hausmann, Action – Unanimous Consent
10.05 Adopted the Resolution Establishing Dates for Filing Affidavits of Candidacy for school board member elections.
Motion – Hausmann, Second – Boon, Action – Adopted Unanimously by Roll Call

10.06 Adopted the Resolution Relating to Election of School Board Members and Calling the General Election and Special Election.

Motion – Koehl, Second – Hausmann, Action – Adopted Unanimously by Roll Call

10.07 Approved Workers Compensation provider change from SFM to Employers as presented.

Motion – Duncan, Second – Hausmann, Action – Unanimous Consent

10.08 Reviewed engineering proposals for outdoor field improvements, the school board assigned a committee to recommend the goals and direction for the field improvements. Hausmann and Koehl were appointed as representatives on the committee.

11.0 **Other Items** - None

12.0 **Adjourn: 7:50pm** Motion – Duncan, Second – Hausmann, Action – Unanimous Consent