

**HANCOCK BOARD OF EDUCATION MEETING – July 17, 2023 – 6:00 PM**  
**Board Room – ISD 768 - HANCOCK PUBLIC SCHOOLS**

**Item 4.0**

**Minutes**

- 1.0 Called To Order-** 6:00 p.m. by Chair Justin Cronen
- 2.0 Roll Call:** Present - John Boon, Brett Duncan, Troy Hausmann, Kevin Joos, Kevin Koehl, Tim Pahl, Paul Carlson  
Absent - None  
Guests - Katie Erdman, Hilary Kampmeier  
Public Comment – None
- 3.0 Approved Agenda** Motion – Duncan, Second - Boon, Action- Unanimous Consent
- 4.0 Approved Minutes** Approved Minutes of 6/20/2023 Regular Board Meeting  
Motion – Joos, Second - Hausmann, Action- Unanimous Consent
- 4.0 Approve Payment of June Bills for \$468,433.50**  
Motion – Duncan, Second – Koehl, Action – Unanimous Consent
- 6.0 Upcoming dates**
- 6.01 Aug. 2 School Board Retreat – 4:00 p.m.  
6.02 Aug. 7 Kindergarten Connection  
6.02 Aug. 14 Fall Sports Practice Starts  
6.03 Aug. 21 Regular Board Meeting
- 7.0 Communications and Reports**
- 7.01 Outdoor Facilities Update – Reviewed budget to actual expenses on the progress so far.
- 8.0 Administrative Reports**
- 8.01 Principal Pahl – Monthly Report. Recognized Ms. LaMont, Mrs. Nuest, and the Marching band for performing at the community's July 4<sup>th</sup> parade. Recognized Community Education Director Amy Schmidgall and coaches for organizing a very successful summer community education programming. Highlighted preliminary enrollment by grade level. Reviewed Fall coaching assignments and important start of the school year dates that included Kindergarten Connection, Open House, Seventh Grade Orientation, Junior/Senior Counseling Sessions and new teacher orientation.
- 8.02 Supt Carlson - Audit begins for FY2023 on August 1<sup>st</sup>; School Board Retreat is schedule for Wednesday, August 2<sup>nd</sup>, 4:00 pm.
- 9.0 New Business**
- 9.00 Placed items 9.01 to 9.07 below on a consent agenda and approved by unanimous consent.  
Motion Hausmann, Second Duncan, Action Unanimous Consent
- 9.01 Set Meeting Salary for Board Members **(\$40)** Board Officer Salaries **(\$200 Chair, \$75 Clerk & Treasurer)**
- 9.02 Designate Stevens County Times Hancock Record as the Official Newspaper
- 9.03 Designate Official Depository **(Community Development Bank, Hancock, MN)**
- 9.04 Set Regular Board Meeting Schedule - 3<sup>rd</sup> Monday except Jan., & Feb., 4<sup>th</sup> Mondays. Meeting Time: 6 pm
- 9.05 Authorize - Supt. Carlson & Business Manager Chelsea Lundberg to sign checks, use board officer signature plates, & make electronic transfers for 2023-2024.
- 9.06 Authorize **Superintendent Paul Carlson** as **2023-24** Purchasing Agent.
- 9.07 Approve **Superintendent Paul Carlson** as **2023-24** Federal Projects Director.
- 9.08 Adopted EDIAM Board Resolution - designation of an Identified Official with Authority (IOwA) for local education agency that uses the Education Identity Access Management (EDIAM) system.  
Motion Boon, Second Hausmann, Action Unanimous Consent
- 9.09 Adopted Resolution for Ten Year - Long Term Facilities Maintenance Plan (FY 2024)  
Motion- Duncan, Second- Boon, Action- Unanimous Consent via Roll Call
- 9.10 Approved 2023-2024 Fee Schedule –Hot Lunch/Breakfast/Milk-Fee for seconds; Sports & Activities no change  
Motion- Joos, Second- Koehl, Action- Unanimous Consent
- 9.11 Adopted MSHSL Membership Resolution for the 2023-2024 School Year  
Motion- Hausmann, Second- Duncan, Action- Unanimous Consent via Roll Call
- 9.12 Approved 2023-2024 MREA Membership in the amount of \$1,576 (Includes Legislative Fee - \$476)  
Motion- Koehl, Second- Hausmann, Action- Unanimous Consent
- 9.13 Approved the following personnel changes: Resignation of Courtney Lesmeister; Appointment of Olivia Schleper (Physical Education/Health); Appointment of Aria Evink (Special Education); 2023-2025 Contract for Scott Ver Steeg (Director of Maintenance).  
Motion- Boon, Second- Duncan, Action- Unanimous Consent

9.14 Approved the West Central Initiative Grant Awards for \$1,331.76 from the Hancock School Fund; and Hancock Booster Club donations totaling \$12,089.41.

Motion - Hausmann, Second – Boon, Action – Unanimous Consent

9.15 Approved the date to close open enrollment: Grades Pre K through Grade 7 on July 27<sup>th</sup> at 1:00 pm.

Motion- Duncan, Second- Joos, Action- Unanimous Consent

**10.0 Other Items** – Board Chair Cronen asked about the progress on the property to be used for a bus garage. Superintendent Carlson will check on this property status with the County.

**11.0 Adjourn** 6:58 pm Motion- Boon, Second- Duncan, Action- Unanimous Consent

Respectfully Submitted,

Kevin Koehl, Clerk

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Signature

Notary