

HANCOCK BOARD OF EDUCATION MEETING – July 15, 2024 – 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, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Joos, Tim Pahl, and Paul Carlson  
Absent - Kevin Koehl  
Guests - Katie Erdman,  
Public Comment – None
- 3.0 **Approved Agenda** Motion – Hausmann, Second – Duncan, Action - Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 6/17/24 Regular Board Meeting  
Motion – Boon, Second – Joos, Action – Unanimous Consent
- 5.0 **Approved Payment of June Bills for \$360,247.07**  
Motion – Joos, Second – Duncan, Action – Unanimous Consent
- 6.0 **Upcoming dates**
- |      |         |                                  |
|------|---------|----------------------------------|
| 6.01 | July 29 | School Board Retreat – 4:00 p.m. |
| 6.02 | Aug. 5  | Kindergarten Connection          |
| 6.03 | Aug. 12 | Fall Sports Practice Starts      |
| 6.04 | Aug. 13 | Pre-School Screening             |
| 6.05 | Aug. 19 | Regular Board Meeting            |
- 7.0 **Administrative Reports**
- 7.01 Principal Pahl – Monthly Report. Recognized Ms. Strand, Mrs. Christianson, and the Marching band/Color Guard for performing at the community’s July 4<sup>th</sup> parade. Recognized Community Education Director Neil Mayo and coaches for organizing a very successful summer community education programming. Highlighted preliminary enrollment by grade level. Reviewed important start of the school year dates that included Kindergarten Connection, Open House, Seventh Grade Orientation, Junior/Senior Counseling Sessions and new teacher orientation. Provided a copy of the updated Student Handbook that will be reviewed in more detail at the retreat.
- 7.02 Supt Carlson - Audit begins for FY2024 the week of July 29<sup>th</sup>; School Board Retreat is schedule for Monday, July 29<sup>th</sup>, 4:00 pm.
- 8.0 **New Business**
- 8.00 Place items 8.01 to 8.07 on a consent agenda for approval. Approved the following consent agenda:  
Motion – Duncan, Second – Boon, Action – Unanimous Consent
- 8.01 Set Meeting Salary for Board Members (**\$40**) Board Officer Salaries (**\$200 Chair, \$75 Clerk & Treasurer**)
- 8.02 Designate Stevens County Times Hancock Record as the Official Newspaper
- 8.03 Designate Official Depository (**Star Bank, Hancock, MN**)
- 8.04 Set Regular Board Meeting Schedule - 3<sup>rd</sup> Monday except Jan., & Feb., 4<sup>th</sup> Mondays. Meeting Time: 6 pm
- 8.05 Authorize - **Supt. Carlson & Business Manager Chelsea Lundberg to sign checks, use board officer signature plates, & make electronic transfers for 2024-2025.**
- 8.06 Authorize **Superintendent Paul Carlson** as **2024-25** Purchasing Agent.
- 8.07 Approve **Superintendent Paul Carlson** as **2024-25** Federal Projects Director.
- 8.08 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 – Hausmann, Second – Joos, Action – Unanimous Roll Call Vote
- 8.09 Adopted Resolution for Ten Year - Long Term Facilities Maintenance Plan (FY 2026)  
Motion – Boon, Second – Duncan, Action – Unanimous Roll Call Vote
- 8.10 Approved 2024-2025 Fee Schedule – Hot Lunch/Breakfast-Free; Sports & Activities as presented.  
Motion – Duncan, Second – Hausmann, Action – Unanimous Consent
- 8.11 Approved 2024-2025 MREA Membership in the amount of \$1,576 and Lakes Country Service Cooperative Membership in the amount of \$3,159.50.  
Motion – Hausmann, Second – Joos, Action – Unanimous Consent

- 8.12 Approved 2024-2026 Principal Contract – Tim Pahl  
Motion – Duncan, Second – Boon, Action – Unanimous Consent
- 8.13 Approved 2024-2026 Business Manager Contract – Chelsea Lundberg  
Motion – Hausmann, Second – Joos, Action – Unanimous Consent
- 8.14 Approved the Federated Donation to Little League in the amount of \$841.50 and Post Prom Donation for the 2025 Senior Class Trip in the amount of \$5,005.04.  
Motion – Boon, Second – Duncan, Action – Unanimous Consent
- 8.15 Approved the Call for Bids – Milk/Gas  
Motion – Joos, Second – Duncan, Action – Unanimous Consent

**10.0 Other Items (None)**

**11.0 Adjourned 6:40 pm** Motion – Hausmann, Second – Boon, Action – Unanimous Consent

Respectfully Submitted,

Kevin Koehl, Clerk

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Signature

Notary