

**SCHOOL BOARD MINUTES**  
**Crookston Public Schools**  
Independent School District #593  
Monday, May 20, 2024 – 5:00 p.m.  
Crookston High School Choir/Orchestra Room

1. **PUBLIC HEARING**

1.1 A public hearing was held in regard to consideration of granting property tax abatement for the parking project. No questions were directed from the public.

2. **CALL TO ORDER:**

The meeting was called to order by Chairperson Frank Fee at 5:05 p.m.

Board Members Present: Dave Davidson, Patty Dillabough, Frank Fee, Marcia Meine, Mike Theis

1.1 Pledge of Allegiance

1.2 Visitors/Non-Agenda Items

2. **APPROVAL OF AGENDA:**

2.1 **Additions or Corrections to Agenda:** The following additions were made to the main agenda:

- 2.1.1 Addition of item 4.3.9 – Approve employment of Bruce E. Erdmann as the Head Boys’ Basketball Coach
- 2.1.2 Addition of item 4.3.10 – Approve employment of Kory M. Baril as High School Social Studies Instructor and Head Girls’ Basketball Coach

2.2 **Approval of Agenda:** A motion was made by Member Davidson and seconded by Member Meine to approve the main agenda as amended..


All voted aye. Motion approved.

4. **CONSENT AGENDA:**

A motion was made by Member Dillabough and seconded by Member Meine to approve the Consent Agenda which included the following items:

- 4.1 Approve prior minutes of regular meeting on April 22, 2024
- 4.2 Approve current bills as presented in the amount of \$1,560,691.03 which includes the following amounts:.

General:	\$1,210,818.15
Food Service:	78,070.45
Community Service:	8,093.53
Building Construction:	257,983.08
Trust:	5,284.36
Student Activities:	<u>441.46</u>
Total:	\$1,560,691.03

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- 4.3 Personnel Items:
- 4.3.1 Accept resignation letter from Barb Holweger, substitute Dietary Worker, effective immediately. *(letter on file in D.O.)*
  - 4.3.2 Accept resignation letter from Haley Ellis, Orchestra Instructor, effective May 31, 2024. *(letter on file in D.O.)*
  - 4.3.3 Accept resignation letter from Sutton Junkermeier, HS Social Studies Instructor, effective May 31, 2024. *(letter on file in D.O.)*
  - 4.3.4 Accept resignation letter from Wyatt Ecklund, Special Education Instructor, effective May 31, 2024. *(letter on file in D.O.)*
  - 4.3.5 Approve employment of Kara Hovelsrud as an Elementary Teacher at HES (4<sup>th</sup> grade), at BA Step 1, 1.0 FTE, 183 Days, effective August 26, 2024. This position has been added due to an increase in student numbers.
  - 4.3.6 Approve employment of Manny Green as a Band Instructor at CHS and HES, at BA Step 1, 1.0 FTE, 183 days, effective August 26, 2024. Manny will be replacing Caitlin Becks, who has resigned.
  - 4.3.7 Approve employment of Kristine Dickson as Elementary Teacher at HES, at MA Step 5, 1.0 FTE, 183 days, effective August 26, 2024. Kristine will be replacing Rachel Hurner, who has resigned.
  - 4.3.8 Approve Gina Gunderson as Part-time Early Childhood Coordinator for 2024-2025 school year.
  - 4.3.9 Approve employment of Bruce Erdmann as Head Boys' Basketball Coach for the 24-25 school year.
  - 4.3.10 Approve employment of Kory Baril as High School Social Studies Instructor at Crookston High School, at BA Step 7, 1.0 FTE, 183 days, effective August 26, 2024. Kory will be replacing Darin Zimmerman, who has resigned.
- 4.4 Acceptance of Grants/Donations:
- 4.4.1 Donation in the amount of \$2,151.25 from the Minnesota Masonic Charities for FFA
  - 4.4.2 Donation in the amount of \$2,151.25 from the Crookston Masonic Lodge for FFA
  - 4.4.3 Donation in the amount of \$7,500 from the June Shaver Scholarship Fund
  - 4.4.4 Donation in the amount of \$1,000 from Peter & Ingrid Koller for the T.W. Thorson Music Scholarship
  - 4.4.5 Donation in the amount of \$505.00 from Leland & Judy Ellingson for the 6<sup>th</sup> Grade Itasca field trip

All voted aye. Motion approved.

5. **MAIN AGENDA:**

- 5.1 **Policy 425:** A motion was made by Member Meine and seconded by Member Theis to approve the second reading of Policy 425 – Staff Development and Mentoring.

All voted aye. Motion approved.

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5.2 **Resolution Approving Abatement and Authorize Issuance of Bonds:**

Member Dave Davidson introduced the following resolution and moved its adoption, which motion was seconded by Member Mike Theis.

RESOLUTION RELATING TO PROPOSED PROPERTY TAX ABATEMENT FOR PARKING LOT CONSTRUCTION AND RECONSTRUCTION PROJECTS AND GRANTING THE ABATEMENT; RELATING TO GENERAL OBLIGATION TAX ABATEMENT, CAPITAL FACILITIES, AND REFUNDING BONDS, SERIES 2024A; STATING OFFICIAL INTENT TO PROCEED WITH AND AUTHORIZING THE ISSUANCE AND SALE THEREOF AND PROVIDING FOR CREDIT ENHANCEMENT WITH RESPECT THERETO

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 593

(Crookston), Minnesota (the District), as follows:

SECTION 1. TAX ABATEMENT AUTHORIZATION AND RECITALS.

- (a) The District, pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, as amended (the Act), is authorized to grant an abatement of the property taxes imposed by the District on parcels of property (the Abated Parcels) by the adoption of a resolution specifying the terms of the abatement.
- (b) The District intends to undertake parking lot construction and reconstruction projects at various District facilities (the Improvements) and benefiting certain properties within the District boundaries identified on Exhibit A attached hereto (collectively, the Property).
- (c) The District has proposed to finance the Improvements by granting an abatement of the property taxes imposed by the District on the Property (the Proposed Property Tax Abatement).
- (d) Pursuant to the Act, this Board, on the date hereof, conducted a public hearing on the desirability of granting the Proposed Property Tax Abatement. Notice of the public hearing was duly published as required by law in the *Crookston Times*, the official newspaper of the District, on May 3, 2024.

SECTION 2. FINDINGS. On the basis of the information compiled by the District and elicited at the public hearing referred to in Section 1(d), it is hereby found, determined and declared:

- (a) The District expects that the benefits to the District associated with granting the Proposed Property Tax Abatement are at least equal to or exceed the associated costs to the District.
- (b) The granting of the Proposed Property Tax Abatement is in the public interest because it will finance and provide public infrastructure and help provide access to services for District residents.

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- (c) The nature and extent of the public benefits which the District expects to result from the Proposed Property Tax Abatement are the parking lot construction and reconstruction projects at various District facilities which will enable District residents to continue to conveniently and safely access these District facilities that are regularly utilized by the public for community events.
- (d) The Property is not located in a tax increment financing district.
- (e) The granting of the Proposed Abatement will not cause the aggregate amount of abatements granted by the District under the Act to exceed, in any year, the greater of (i) ten percent (10%) of the District's net tax capacity for the taxes payable year to which the abatement applies, or (ii) \$200,000.
- (f) It is in the best interests of the District to grant the tax abatement authorized in this resolution.
- (g) Under Section 469.1813, subdivision 9 of the Act, it is not necessary for the District to obtain the consent of any owner of the Property to grant an abatement.

SECTION 3. GRANTING OF TAX ABATEMENT.

- (a) A property tax abatement (the Abatement) is hereby granted in respect of property taxes levied by the District on the Property for ten (10) years, commencing with taxes payable in 2025 and concluding with taxes payable in 2034. The total Abatement amount shall not exceed \$520,000 over ten (10) years.
- (b) The District shall retain the Abatement and apply it to payment of all or a portion of the costs of acquiring or constructing the Improvements or to the payment of bonds of the District issued to finance costs of acquiring or constructing the Improvements, whether such bonds are issued pursuant to the Act, or other law, as authorized by Section 469.1815, subdivision 2 of the Act.
- (c) The Abatement may be modified or terminated at any time by the Board in accordance with the Act.

SECTION 3. AUTHORIZATION AND DISTRICT INDEBTEDNESS.

The District is authorized, pursuant to Minnesota Statutes, Section 123B.62, Section 469.1814 and Chapter 475, to borrow money by the issuance of its general obligation tax abatement bonds, general obligation capital facilities bonds, and refunding bonds.

This Board hereby determines that it is necessary and desirable and in the best interest of the District to issue its General Obligation Tax Abatement, Capital Facilities, and Refunding Bonds, Series 2024A in the approximate principal amount of \$5,405,000 (the Bonds), pursuant to Minnesota Statutes, Section 123B.62, Section 469.1814 and Chapter 475; provided the true interest costs of the Bonds does not exceed 3.75%.

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A portion of the Bonds (\$400,000) will be used to finance the Improvements.

A portion of the Bonds (\$600,000) will be used to finance various capital projects and improvements (the Capital Facilities Projects) at District facilities.

A portion of the Bonds (\$4,405,000) will be used to refund, in a current refunding, the 2025 through 2034 maturities of the District's General Obligation Alternative and Capital Facilities Bonds, Series 2013A, dated December 30, 2013, and issued in the original principal amount of \$7,645,000 (the Refunded Bonds). Proceeds of the Refunded Bonds were used to finance various health and safety and deferred capital maintenance projects at District facilities.

It is hereby determined to be in the best interests of the District to issue the Bonds, a portion of which will finance the Improvements, including every item of cost of the kinds authorized in Minnesota Statutes, Section 469.1814, subdivision 5, benefiting the Abated Parcels, a portion of which will finance the Capital Facilities Projects, and a portion of which will refund the Refunded Bonds. Pursuant to the provisions of Minnesota Statutes, Chapter 123B.62(b), it is hereby determined that the total amount of District indebtedness is \$15,745,000, as of May 15, 2024.

SECTION 4. APPROVAL BY COMMISSIONER OF EDUCATION OF THE STATE OF MINNESOTA. A list of the proposed Capital Facilities Projects to be financed with the Bonds and the issuance of the Bonds has been or will be submitted to the Commissioner of Education of the State of Minnesota (the Commissioner) for approval as provided in Minnesota Statutes, Section 123B.62(a) and such approval will be received prior to the date on which the Bonds are issued.

SECTION 5. OFFICIAL INTENT AND NOTICE PUBLICATION; CAPITAL FACILITIES PROJECTS. In accordance with the provisions of Minnesota Statutes, Section 123B.62(c), this resolution shall be considered the District's official intent to issue the portion of the Bonds to be issued to finance the Capital Facilities Projects. The Clerk is authorized and directed to cause notice of the intended Capital Facilities Projects, the amount of the portion of the Bonds to be issued to finance the Capital Facilities Projects, and the total amount of the District's indebtedness to be published in a legal newspaper of general circulation in the District. The portion of the Bonds to be issued to finance the Capital Facilities Projects tentatively authorized by this resolution shall become finally authorized unless a petition signed by more than 15 percent of the registered voters of the District, calling for a referendum on the question of whether to issue the portion of the Bonds to be issued to finance the Capital Facilities Projects, is filed with the Board within thirty (30) days of adoption of this resolution.

SECTION 6. SOLICITATION OF PROPOSALS; APPROVAL OF THE SALE OF THE BONDS. The District has retained Ehlers & Associates, Inc., in Roseville, Minnesota (Ehlers), as its independent municipal advisor in connection with the sale of the Bonds. Ehlers is authorized to solicit proposals for the Bonds on behalf of the District on a

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competitive basis without requirement of public notice, in accordance with Minnesota Statutes, Section 475.60, subdivision 2, paragraph (9). In consultation with Ehlers, the Superintendent or Business Manager and any Board member are hereby authorized to approve the sale of the Bonds and execute a bond purchase agreement for the Bonds with the purchaser; provided that the aggregate principal amount of the Bonds does not exceed \$5,405,000, and the true interest costs of the Bonds does not exceed 3.75%.

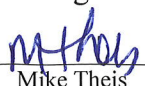
SECTION 7. BOARD RATIFICATION OF SALE. Upon approval of the sale of the Bonds by the Superintendent or Business Manager and any Board member, the Board will take action at a regularly scheduled or special meeting thereafter to adopt a bond resolution prepared by the District's bond counsel ratifying the sale of the Bonds and incorporating the terms and conditions with respect thereto.

SECTION 8. OFFICIAL STATEMENT; PROPOSALS. Ehlers is authorized to prepare and distribute, for the District, a preliminary Official Statement and an Official Statement relating to the sale of the Bonds, and Ehlers and the underwriter are each hereby authorized to use a final Official Statement substantially in the form of said Preliminary Official Statement but with such changes therein as are required to conform the same to the terms of the Bonds, and the chair, clerk, superintendent or business manager, in consultation with and upon the advice of representatives of Ehlers and bond counsel, are hereby authorized and directed to finalize and approve such Official Statement and execute and deliver such certifications and to take such steps as are necessary to comply with SEC Rule 15c2-12. Ehlers is additionally authorized to open, read, and tabulate the proposals for presentation to the Board.

SECTION 9. STATE CREDIT ENHANCEMENT PROGRAM.

- (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.
- (b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the

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State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

Upon vote being taken thereon, the following voted in favor thereof:  
Members Dave Davidson, Patty Dillabough, Frank Fee, Marcia Meine and Mike Theis

and the following voted against the same:  
None. Member Dufault was absent from the meeting.

whereupon the resolution was declared duly passed and adopted.

**Exhibit A**

**ABATED PARCELS**

01.00036.00  
01.00043.01  
01.00045.00  
01.00116.00  
01.00121.00  
01.00125.00  
19.00062.01  
19.00123.00  
35.00017.00  
35.00020.00  
43.00050.00  
43.00054.00  
43.00056.00  
43.00066.00  
62.00082.00  
82.03708.00  
82.03977.00  
82.03978.00

5.3 **Local Literacy Plan:** A motion was made by Member Fee and seconded by Member Davidson to approve the Local Literacy Plan for 24-25 school year. (*see attached*)

All voted aye. Motion approved.

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6. **REPORTS:**

6.1 **Administrative Reports**

6.1.1 Denice Oliver – WES

6.1.2 Chris Trostad – HES

6.1.3 Matt Torgerson – CHS

6.1.4 Kathy Stronstad – Special Services


6.2 **Superintendent's Report:** Randal Bergquist

7. **MEETING DATES:**

7.1 The next regular Board of Education Meeting is scheduled for Monday, June 24, 2024 at 5:00 p.m. at the Crookston High School Choir/Orchestra Room.

8. **ADJOURNMENT:**

Chairperson Fee adjourned the meeting at 5:37 pm



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Mike Theis, Clerk  
Independent School District No. 593