

SCHOOL BOARD MINUTES
Crookston Public Schools
Independent School District #593
Monday, January 22, 2024 – 5:00 p.m.
Crookston High School Choir/Orchestra Room

1. **CALL TO ORDER:**

The meeting was called to order by Chairperson Frank Fee at 5:00 p.m.

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

1.1 Pledge of Allegiance

1.2 **Election of Officers:**

1.2.1 **Chairperson:** Member Davidson nominated Member Frank Fee to the position of School Board Chairperson for 2024. Member Meine nominated Member Mike Theis to the position of School Board Chairperson for 2024. There were no other nominations. A roll call vote was taken. Member Davidson, Dillabough, Fee and Theis all voted aye for Member Frank Fee. Member Meine voted aye for Member Mike Theis.

Frank Fee was elected as School Board Chairperson for 2024.

1.2.2 **Clerk:** Member Fee nominated Member Mike Theis to the position of School Board Clerk for 2024. Member Dillabough nominated Member Marcia Meine to the position of School Board Clerk for 2024. There were no other nominations. A roll call vote was taken. Members Davidson, Fee, Meine and Theis all voted aye for Member Theis. Member Dillabough voted aye for Member Meine.

Mike Theis was elected as School Board Clerk for 2024.

1.2.3 **Treasurer:** Member Davidson nominated Member Tim Dufault to the position of School Board Treasurer for 2024. There were no other nominations. A roll call vote was taken. Members Davidson, Dillabough, Fee, Meine and Theis all voted aye.

Tim Dufault was elected as School Board Treasurer for 2024.

1.2.4 Newly elected Chairperson Frank Fee conducted the remainder of the meeting.

1.2 Visitors/Non-Agenda Items

BOARD CLERK 
Mike Theis

2. **APPROVAL OF AGENDA:**

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

4.3.11 Approve employment with Kent Erickson, Full-time Custodian at CHS

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

All voted aye. Motion approved.

3. **FEATURE PROGRAM:**

3.1 Recognize Read-a-Thon Winners – Presented by: Chris Trostad, HES Principal

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

4.1.1 Regular Meeting on December 11, 2023

4.1.2 Truth-in-Taxation Hearing on December 11, 2023

4.2 Approve current bills in the amount of \$2,575,777.29 as presented. The bill summary included the following amounts:

General:	\$2,482,225.47
Food Service:	45,364.71
Community Service:	2,066.36
Capital Outlay:	18,237.36
Building Construction:	18,190.00
Debt Redemption:	1,025.00
Trust:	5,050.00
Student Activities:	<u>3,618.39</u>
Total:	\$2,575,777.29

4.3 Personnel Items:

4.3.1 Approve Salary Lane Advance Requests

4.3.1.1 Brett Brenden from BA +20s to BA +30s

4.3.1.2 Molly Cordes from BA to BA +20s

4.3.1.3 Emily Fonteyn from BA to BA +40s

4.3.1.4 Kristi Griffin from MA to MA +10s

4.3.1.5 Jessica Hanson from BA +20s to BA +30s

4.3.1.6 April Hyde from BA +40s to MA

4.3.1.7 Sutton Junkermeier from BA +10s to BA +20s

4.3.1.8 Austin O'Hare from BA +10s to BA +20s

CLERK:


Mike Theis

- 4.3.2 Approve Leave of Absence for Stacy Olson, HES Teacher for approximately 12 weeks, starting the beginning of April through the end of the School Year. *(letter on file in D.O.)*
- 4.3.3 Approve Leave of Absence for Megan Wright, WES Teacher for approximately 12 weeks, starting mid-April through the end of the School Year. *(letter on file in D.O.)*
- 4.3.4 Accept a resignation letter from Jeremy Harris, CHS evening Custodian, effective January 9, 2024. *(letter on file in D.O.)*
- 4.3.5 Accept resignation letter from Wayne Folkers, Head Boys' Track Coach, effective immediately. *(letter on file in D.O.)*
- 4.3.6 Accept resignation letter from Jenifer Dockter, Special Ed Teacher, effective June 1, 2024. *(letter on file in D.O.)*
- 4.3.7 Approve employment with Monique Arguelles as a Paraprofessional at WES, at \$16.34 on Step 3 of the Paraprofessional Salary Schedule, 7 hours per day, effective January 2, 2024. This was an added position due to a new high needs student.
- 4.3.8 Approve Mariah Christian as a .5 FTE Cheer Team Coach
- 4.3.9 Approve Alexis Durden as a .5 Cheer Team Coach
- 4.3.10 Approve Kayla Snyder as Concessions Manager for the 2023-2024 School Year.
- 4.3.11 Approve employment with Kent Erickson as a full-time Custodian at CHS, at \$18.04 + .50 night shift differential at Step 1 on the Custodian Salary Schedule, 8 hours per day, effective January 23, 2024. Kent will be replacing Jeremy Harris, who has resigned.
- 4.4 Accept Grants/Donations:
 - 4.4.1 Accept donation from United Way in the amount of \$1,000 for the CHS Patch Program
 - 4.4.2 Accept donation in the amount of \$788.56 from the Eagles Auxiliary for the FFA Program
 - 4.4.3 Accept donation in the amount of \$1,000 from the Crookston Youth Basketball Assoc. for the Boy's & Girls' Basketball programs


All voted aye. Motion approved.

5. **MAIN AGENDA:**

- 5.1 **Official Law Firm:** A motion was made by Member Theis and seconded by Member Fee to designate the following Official Law Firms:
 - 5.1.1 Fischer, Rust, Stock & Rust, PLLC
 - 5.1.2 Ratwik, Roszak & Maloney, PA

All voted aye. Motion approved.

- 5.2 **Official Media Outlets:** A motion was made by Member Meine and seconded by Member Dillabough to designate the following Official Media Outlets:

CLERK: 
Mike Theis

- 5.2.1 Crookston Times
- 5.2.2 KROX Radio Station

All voted aye. Motion approved.

- 5.3 **Set Meeting Dates:** A motion was made by Member Dillabough and seconded by Member Theis to set the School Board meeting dates and times for the 4th Monday of each month at 5:00 pm in the CHS Choir/Orchestra Room.

5.3.1 The December meeting will be held on Monday, December 9, 2024 at 6:00 pm due to the Truth in Taxation Hearing.

All voted aye. Motion approved.

- 5.4 **Committee Assignments:** It was decided to table this until next meeting. No action was taken.

- 5.5 **Final Audit:** A motion was made by Member Theis and seconded by Member Fee to approve the Final Audit for School Year 2022-2023.

All voted aye. Motion approved.

- 5.6 **Pay Equity Report:** A motion was made by Member Davidson and seconded by Member Theis to approve the Pay Equity Report.

- 5.7 **Resolution Directing The Administration to make recommendations for Reductions in Programs and Positions and Reasons Therefor:**

Member Dave Davidson introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING THE ADMINISTRATION
TO MAKE RECOMMENDATIONS FOR REDUCTIONS
IN PROGRAMS AND POSITIONS AND REASONS
THEREFOR.

WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and

WHEREAS, there has been a reduction in student enrollment, and,

WHEREAS, this reduction in expenditure and decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

CLERK:


Mike Theis

BE IT RESOLVED, by the School Board of Independent School District No.593, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and, as a result of a reduction in enrollment, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member Patty Dillabough and upon vote being taken thereon, the following voted in favor thereof: Dave Davidson, Patty Dillabough, Frank Fee, Marcia Meine and Mike Theis and the following voted against the same: none. Member Dufault was not present.

whereupon said resolution was declared duly passed and adopted.

5.8 **Policy 801:** A motion was made by Member Davidson and seconded by Member Theis to approve the first reading of Policy 801 as recommended by MSBA.

All voted aye. Motion approved.

6. **REPORTS:**

6.1 **Administrative Reports**

6.1.1 Matt Torgerson/Cierra Hangsleben, CHS/CMS

6.1.2 Chris Trostad, HES

6.1.3 Denice Oliver, WES

6.1.4 Kathy Stronstad, Special Services Director

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

7. **MEETING DATES:**

7.1 The next regular Board of Education Meeting is scheduled for Monday, February 26, 2024 at 5:00 p.m. at the Crookston High School Choir/Orchestra Room.

7. **ADJOURNMENT:**

Chairperson Fee adjourned the meeting at 6:18 pm



Mike Theis, Clerk
Independent School District No. 593