

Approved Minutes
REGULAR SCHOOL BOARD MEETING
Albany Area Schools – ISD #745
District Office Board Room
April 13, 2022

1. Call to Order

The meeting was called to order by Chair Winkels at 6:00 p.m.

2. Roll Call

Present: Winkels, Hansen, Kreuzer, Carbajal, Sand, Sands

Late: Absent: Pennie

Student Representatives: Boeckermann, Merdan, Odenthal

3. Public Forum

4. Agenda- Additions or Deletions

5. Approvals

5.1 Previous Meeting Minutes

Motion by Carbajal, seconded by Sand, to approve the March 9, 2022 Regular Meeting minutes and the March 23, 2022 Work Session minutes. Supported by all present.

5.2 Cash Flow Reports – February 2022

Motion by Carbajal, seconded by Kreuzer, to approve the February 2022 Cash Flow Reports as presented. Supported by all present.

5.3 Acceptance of Gifts and Donations

Member Hansen, introduced the following resolution and moved its adoption:

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Sub. 6 provides: “The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.” and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Albany Area Schools, ISD 745, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
The Blackbaud Giving Fund	\$50.00 donation	Avon Elementary
Anonymous	\$50.00 donation	Family Outreach
Albany Dance Boosters	\$1,499.75 donation	Dance Uniforms
Damon & Karen Harrison	\$500.00 donation	Scholarship
Avon PTA	\$2,000.00 donation	Avon PE
Albany Area Youth Basketball	\$500.00 donation	Letter Club
James Glatzmaier	\$1,000.00 donation	Don Brevier Scholarship
James Glatzmaier	\$1,000.00 donation	Dolores Wellenstein Scholarship
James Glatzmaier	\$1,000.00 donation	Baseball
Richard Glatzmaier	\$1,000.00 donation	Baseball
Albany Youth Basketball	\$500.00 donation	National Honor Society
Albany Education Foundation	\$500.00 donation	Social Emotional Learning/Schmitz
Albany Education Foundation	\$938.56 donation	Interval Timers/Johnson
Albany Education Foundation	\$1,000.00 donation	MS Science Adv Hot Plate Stirrer/Dingmann
Albany Education Foundation	\$1,630 donation	Digital Art, Graphic Design, Publication/Hiltner
Albany Education Foundation	\$627.46 donation	Getting Torqued with the Diesel/Lichy
Albany Education Foundation	\$500.00 donation	Multisensory & Game Based Learning/Stephens
Albany Education Foundation	\$1,500.00 donation	Collaboration Space/Tate
Albany Education Foundation	\$1,625.00 donation	Greenhouse/Maas
Albany Education Foundation	\$839.75 donation	Growing Healthy Plants with Meters/Schneider
Albany Education Foundation	\$1,000 donation	Music Department Computer Project/Kleppe
Magnifi Financial	\$930.00 donation	Girls Basketball
Huskie Booster Club	\$900.00 donation	Hurdles
Gene Haas Foundation	\$1500.00 donation	Supermileage
St. Martin Lions	\$500.00 donation	Scholarship
Township of Albany	\$1,200.00 donation	Community Education

Member Carbajal seconded the foregoing resolution and upon vote being taken thereon, the

Following voted in favor of: All Present

And the following voted against: None

Absent: Pennie

Where upon said resolution was declared duly passed and adopted.

Date: April 13, 2022

6. Consent Agenda

Principal

Jason Mielke – Avon Elementary

AFT:

Erin Giosta - MS Math Teacher

Emma Blashack - ALE Third Grade LTS

Bayley Engler Pooler – ECSE Teacher

AFT Payroll Change Request:

Leanne Stephens - BA/BS to BA/BS+15

Jake Gagne - BA/BS+30 to MA

AESP:

Greg Muellner - AVE Head Custodian

John Davis - Transportation & Grounds Assistant

Laura Feld – ALE/AVE Paraprofessional

LOA: One

Coaching/Advisors:

Andrew Peterson - Asst Musical Director

Olivia Maus - Head Dance Coach

Sarah Amberg - Assistant Dance Coach

Resignations/Retirements:

Nancy Trehey - PreK Teacher, effective June 3, 2022

Madelyn Woods - Head Dance Coach, effective March 10, 2022

Alex Evan - MS Social Studies Teacher, Head Wrestling Coach effective June 3, 2022

Adam Tate - Assistant Wrestling Coach, effective April 6, 2022

Jennifer Tiemens - PreK Paraprofessional, effective April 22, 2022

Greg Johnson – Superintendent, effective June 30, 2022

Request for Severance:

Nancy Trehey - AFT
Susan Jenkins - Principal

Community Education:

BEAT Tech: Noah Kalthoff, Andrew Burnett
HSP Fundamentals: Aaron Schwenzfeier, Makaela Zierden
Kids Company: Jazmin Pullins
Lifeguard: Lauren Mareck
BECC Attendant: Bailey Keske
Aquatics: Emily McLachlan
Course Instructors - Cassie Novak, Garrett Svir, Patty Peschel, Renee Illies, Alaina Pullins

The following checks were issued in paying claims: Wire transfers and checks 102179-102379

Expenditures:

01 General Fund	\$884,057.38
02 Food Services	\$115,340.25
04 Community Services	\$43,367.48
06 Building Construction	\$84,053.52

Motion by Kreuzer, seconded by Sand, to approve the April 2022 consent agenda as presented. Support by all present.

7. Reports

7.1 Student Representatives

The student representatives provided an overview of spring athletics and activities. Also, they reviewed a survey that was recently conducted on school lunches, providing the board with positives and negative and ideas for consideration. These will be shared with the food service director.

7.2 Purple Pride

Purple pride cards were shared by the board. Well done Albany staff and students!

8. Business

8.1 Enrollment Report

8.2 2021-22 Budget Revision

Motion by Hansen, seconded by Kreuzer, to approve the 2021-22 Budget Revisions as presented. Supported by all present.

8.3 Assignment and Assumption of Purchase and Sale Agreement of Former Hospital

Motion by Hansen, seconded by Carbajal to approve the Assignment and Assumption of Purchase and Sale Agreement as presented. Supported by all present.

8.4 Resolution Relating to Determining the Necessity of Issuing General Obligation Bonds and Calling a Special Election

CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 745 (Albany), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on April 13, 2022 at 6:00 p.m. at the School District Offices.

Members present: Winkels, Hansen, Kreuzer, Carbajal, Sand, Sands

Members absent: Pennie

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF
ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL
ELECTION THEREON

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on April 13, 2022.

School District Clerk

Member Hansen introduced the following resolution and moved its adoption, which motion was seconded by Member Kreuzer:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF
ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL
ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 745 (Albany), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to issue general obligation school building bonds of the School District in an aggregate amount not to exceed \$16,960,000 (the Bonds) for acquisition and betterment of school sites and facilities including, but not limited to, renovation of the former hospital facility for use as an early learning center, construction of an addition consisting of a new multi-purpose space, deferred capital maintenance, infrastructure improvements, furniture, fixtures and equipment, and technology?

2. The projects described in paragraph 1 will be submitted to the Commissioner of Education of the State of Minnesota for Review and Comment. The actions of the School District's administration in applying to the Minnesota Department of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby directed, authorized, approved and ratified in all respects. The Board's determination to hold the election to authorize the issuance of the Bonds is contingent upon receiving a favorable Review and Comment. When the Commissioner's favorable Review and Comment is received, the Clerk is authorized and directed to publish a summary of the Review and Comment in a legal newspaper of general circulation in the School District not less than twenty (20) nor more than sixty (60) days before the special election date and the School District will hold a public meeting on the Review and Comment prior to the date of the election.

3. The question on the issuance of the Bonds shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held in conjunction with the state primary election on Tuesday, August 9, 2022, between the hours of 7:00 a.m. and 8:00 p.m.

4. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this special election are those precincts or parts of precincts located within the boundaries of the School District which have been established by the governing bodies located in whole or in part within the School District.

5. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to the County Auditor at least seventy-four (74) days before the date of the special election; (b) provided to the Commissioner of Education at least seventy-four (74) days before the date of the special election; (c) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (d) published in the official newspaper of the School District once each week for at least two

consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

**NOTICE OF SPECIAL ELECTION
INDEPENDENT SCHOOL DISTRICT NO. 745
(ALBANY), MINNESOTA**

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 745 (Albany), Minnesota, on August 9, 2022, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following question:

**School District Question
School Building Bonds**

Shall the board of Independent School District No. 745 (Albany), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$16,960,000 for acquisition and betterment of school sites and facilities including, but not limited to, renovation of the former hospital facility for use as an early learning center, construction of an addition consisting of a new multi-purpose space, deferred capital maintenance, infrastructure improvements, furniture, fixtures and equipment, and technology?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING
FOR A PROPERTY TAX INCREASE**

The precincts and polling places for the special election will be the precincts and polling places used for the state primary election.

All qualified electors residing in said School District may cast their ballots at the polling places for the precincts in which they reside during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling places on election day.

Dated: April 13, 2022.

BY ORDER OF THE SCHOOL BOARD

/s/ _____, Clerk


6. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

7. The Clerk is authorized and directed to cause a printed ballot for the question to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

**Special Election Ballot
School District Ballot
Independent School District No. 745
(Albany), Minnesota**

August 9, 2022

Instructions to Voters

To vote, completely fill in the oval(s) next to your choice(s) like this: 

To vote for a question, fill in the oval next to the word "Yes" for that question.

To vote against a question, fill in the oval next to the word "No" for that question.

**School District Question
School Building Bonds**

- YES** Shall the board of Independent School District No. 745 (Albany), Minnesota
- NO** be authorized to issue general obligation school building bonds in an amount not to exceed \$16,960,000 for acquisition and betterment of school sites and facilities including, but not limited to, renovation of the former hospital facility for use as an early learning center, construction of an addition consisting of a new multi-purpose space, deferred capital maintenance, infrastructure improvements, furniture, fixtures and equipment, and technology?

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING
FOR A PROPERTY TAX INCREASE**

(Reverse side of ballot)

OFFICIAL BALLOT

August 9, 2022

Judge

Judge

(The ballot is to be initialed by two judges)

8. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, upon request, furnish in accordance with Minnesota Statutes, Section 204D.04 a sufficient bond, letter of credit or certified check acceptable to the Clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit or certified check in an amount equal to the value of the purchase.

9. The individuals designated as judges for the state primary election shall act as election judges for this special election and shall conduct the special election at the various polling places in the manner prescribed by law.

10. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, August 12, 2022, and the tenth day, August 19, 2022, after the special election for the purpose of canvassing the results thereof.

11. Pursuant to Minnesota Statutes, Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot question in written form within fifteen (15) days after the results have been certified by the Board.

12. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

Upon vote being taken thereon, the following voted in favor thereof:

Sands, Carbajal, Winkels, Kreuzer, Sands, Hansen

and the following voted against the same: none

Absent: Pennie

whereupon the resolution was declared duly passed and adopted.

Dated: April 13, 2022

8.5 Resolution Proposing to Place Teachers on Unrequested Leave of Absence

Member Hansen introduced the following resolution and moved its adoption.

RESOLUTION PROPOSING TO PLACE
Laurie Hommerding and Angela Haynes
ON UNREQUESTED LEAVE OF ABSENCE

BE IT RESOLVED by the School Board of Independent School District No. **745** as follows:

1. That it is proposed that **Laurie Hommerding and Angela Haynes**, teachers of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2021-2022 school year on June 30, 2022, pursuant to M.S. 122A.40, subdivision 11*.

2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

NOTICE OF PROPOSED PLACEMENT ON UNREQUESTED LEAVE OF
ABSENCE AND NOTICE OF HEARING DATE, IF REQUESTED

Laurie Hommerding and Angela Haynes:
(separate notices will be sent)

You are hereby notified that at the Regular meeting of the School Board of Independent School District No. 745 held on April 13, 2022, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No.745, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 2021-2022 school year on June 30, 2022, pursuant to Minnesota Statutes 122A.40, subdivision 10 and Article X , Section 7 of the current Master Agreement between the School District and the exclusive representative upon the grounds described in said statute and which are specifically as follows:

Financial Limitations

Under the provisions of the law, more specifically Minnesota Statutes 122A.40, subdivision 7, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

You are also advised that if you are an honorably discharged veteran as defined by Minnesota Statutes 197.447, you may have certain rights relating to your placement on unrequested leave of absence/layoff under the Veterans Preference Act (Minnesota Statutes 197.46 and 197.481), based on recent amendments to the Veterans Preference Act. In accordance with the Veterans Preference Act, you may have the right to either petition the district court for a writ of mandamus or the Commissioner of Veterans Affairs to determine whether your placement on unrequested leave of absence/layoff was taken in good faith. If you wish to pursue either of these remedies, you must do so within sixty (60) days of receipt of this notice. Your failure to do so within sixty (60) days of receipt of this notice shall constitute a waiver of any right you may have to contest your placement on unrequested leave of absence/layoff under the Veterans Preference Act.

You are further advised that if you are an honorably discharged veteran, the School District's position is that, under the recent amendments to the Veterans Preference Act, you are entitled to either a

hearing on your proposed placement on unrequested leave of absence pursuant to Minnesota Statutes 122A.40, or either of the remedies under the Veterans Preference Act, but not both. Therefore, the School District's position is that you must elect to proceed under either Minnesota Statutes 122A.40 or the Veterans Preference Act. Once such an election is made and assuming that it is made within the applicable time period set out above, you waive any right to proceed under the process not elected. In the event that you elect to proceed under the Veterans Preference Act, you must provide the School District with a DD Form 214 within the relevant time period to establish your veteran status.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 745

Clerk of the School Board

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, subdivision 10 and Article X , Section 7 of the current Master Agreement between the School District and the exclusive representative.

and are hereby adopted as fully as though separately set forth and resolved herein.

The motion for the adoption of the foregoing resolution was duly seconded by Member Sands and upon vote being taken thereon,

the following voted in favor thereof: Sands, Carbajal, Winkels, Kreuzer, Sand, Hansen

and the following voted against the same: none

absent: Pennie

whereupon said resolution was declared duly passed and adopted.

Dated: April 13, 2022

8.6 April Work Session Agenda

Agenda items for the work session are food service updates and Superintendent search.

8.7 School Board Policies – First Read

8.7.1 Policy 204 School Board Meeting Minutes

8.7.2 Policy 205 Open Meetings & Closed Meetings

8.7.3 Policy 207 Public Hearings

8.7.4 Policy 210 Conflict of Interest – School Board Members

8.7.5 Policy 534 Unpaid Meal Charges

9. Committee Reports

9.1 Finance & Facilities Committee

9.2 Staff Development

10. Superintendent Report

Mr. Johnson and Pat from ICS gave a brief overview of facility planning and working on messaging for the public, so we may keep our community informed.

The Avon principal position was filled today, and would like to welcome Jason Mielke to Albany Area Schools / Avon Elementary.

Chair Winkels reviewed the superintendent search - timelines and logistics.

11. Adjournment

Agenda completed at 6:59 pm, a motion to adjourn was made by Carbajal, seconded by Sand. Supported by all Present

Matt Kreuzer, Acting Clerk