

**Regular Board Meeting**  
**Independent School District 564 – Board of Education**  
**November 14, 2022**  
**6:00 p.m.**  
**DSC Board Room**

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A Regular Meeting of Independent School District #564 Board of Education was held on Monday, November 14, 2022, beginning at 6:00 p.m. in the DSC Board Room. The following board members were present: Michelle Westerman, Chris Melbye, Mike Spears, Wayne Nomeland, Misty Hempel and Craig Mattson. Absent: Ryan Walseth.

Staff members present were: Amber Lindgren, Melissa Bushy, Scott Brekke, Meg Kolden, Mike Wienen, Mary Fran Twistol, Stacey Leake, and Rosaline Groven.

Also present were: Coby Skjerven, Kush Patel, Natalie Novak, Olivia Hempel, Abigail Bieganek, Marlene Anderson, Dave Hill and Jillian Neibaur.

The Pledge of Allegiance was recited.

Clerk Westerman called the meeting to order at 6:00 p.m and confirmed that a quorum was present.

A motion was made by Michelle Westerman and seconded by Wayne Nomeland to approve the November 14, 2022 agenda, as presented. Motion carried.

A motion was made by Mike Spears and seconded by Craig Mattson to approve the minutes of the October 24, 2022 Regular Board Meeting, as presented. Motion carried.

A motion was made by Mike Spears and seconded by Chris Melbye to approve the bills as submitted and on file in the school district business office. Motion carried.

Public Comment: None.

Presentations:

- A. Teens Towards Zero Death Initiative - LHS Key Club
- B. Latch Key rate increase - Meg Kolden

Reports:

- A. Student Report: LHS seniors Coby Skjerven and Kush Patel provided an update on student life at LHS.
- B. Committee Reports - None.
- C. Superintendent's Report - None.

Recognitions:

- A. Recognize the donation of 20 rubber balls from Tractor Supply Company to the CES Phy Ed Department.

Business Action Items:

- A. A motion was made by Michelle Westerman and seconded by Chris Melbye to approve the MOU with Minnesota School Employees Association (Bus Drivers and Transportation Assistants) for the duration of the 2022-24 contract. Motion carried.

B. A motion was made by Craig Mattson and seconded by Wayne Nomeland to approve the Resolution Canvassing Returns of Votes of School District General Election. Upon a roll call vote, the following voted in favor of: Westerman, Spears, Melbye, Hempel, Nomeland, and Mattson Absent: Walseth. Motion carried.

**BE IT RESOLVED** by the School Board of Independent School District No. 564, as follows:

1. It is hereby found, determined and declared that the general election of the voters of the district held on November 8, 2022, was in all respects duly and legally called and held.
2. As specified in the attached Abstract and Return of Votes Cast, a total of 7,980 voters of the district voted at said election on the election of four school board members for four year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

<b>Ryan Walseth</b>	3,261 votes
<b>Michelle Westerman</b>	3,250 votes
<b>Mike Spears</b>	2,930 votes
<b>Kayla Lian</b>	2,674 votes

3. Ryan Walseth, Michelle Westerman, Mike Spears, and Kayla Lian, having received the highest number of votes, are elected to four-year terms beginning the first Monday in January 2023.
4. The school district clerk is hereby authorized to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

C. A motion was made by Michelle Westerman and seconded by Craig Mattson to approve the Resolution authorizing the issuance of certificates of election and directing the school district clerk to perform other election related duties. Upon a roll call vote, the following voted in favor of: Mattson, Westerman, Spears, Melbye, Hempel and Nomeland. Absent: Walseth. Motion carried.

**WHEREAS**, the board has canvassed the general election for school board members held on November 8, 2022.

**NOW THEREFORE, BE IT RESOLVED**, by the School Board of Independent School District No.564, State of Minnesota, as follows:

1. The chair and clerk are hereby authorized to execute certificates of election on behalf of the school board of Independent School District No. 564 to the following candidates:
  - a. Ryan Walseth
  - b. Michelle Westerman
  - c. Mike Spears
  - d. Kayla Lian

who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of term on the first Monday in January following the election, based on the results of the canvass.

2. The certificate of election shall be in substantially the form provided.

3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the school board is hereby directed to deliver the certificates to the persons entitled thereto personally or by certified mail.

4. The clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

D. A motion was made by Mike Spears and seconded by Chris Melbye to approve the authorization to employ additional legal counsel. Upon a roll call vote, the following voted in favor of: Spears, Melbye, Hempel, Nomeland, Mattson, and Westerman. Absent: Walseth. Motion carried.

**WHEREAS**, from time to time problems arise which require consultation with legal counsel;

**WHEREAS**, the School Board may not have time to meet specifically to hire legal counsel for a particular circumstance that has arisen and, therefore, a general authorization to contract legal counsel is necessary;

**WHEREAS**, the School Board reserves the right to hire any legal counsel of its choice for any particular matter;

**NOW, THEREFORE, BE IT RESOLVED**, by the School Board of Independent School District #564 as follows: That the Superintendent, her designee or School Board designee be and hereby is authorized to contact legal counsel as needed.

Superintendent's Recommendation: Designate **Pemberton Law** as the additional legal counsel for 2022.

E. A motion was made by Chris Melbye and seconded by Mike Spears to approve the increase in LatchKey rates beginning January 1, 2023. Motion carried.

1. *Effective January 1, 2023 price increase:*
  - Part-time rate from \$3.50/hr to \$4.00/hr
  - Full-time rate from \$3.00/hr to \$3.50/hr
2. *Effective June 1, 2023 summer rate increase:*
  - Part-time rate from \$40/day to \$45/day
  - Full-time rate from \$30/day to \$35/day
3. *Effective September 1, 2023 price increase:*
  - Part-time rate from \$4.00/hr to \$4.75/hr
  - Full-time rate from \$3.50/hr to \$4.25/hr

F. A motion was made by Wayne Nomeland and seconded by Craig Mattson to approve the Consent Agenda as presented, and as appropriate, per negotiated contract, salary and benefits and an acceptable background check. Motion carried.

**Personnel:**

1. Accept the resignation of **Breann Toren**, Special Education Paraprofessional, effective November 4, 2022.
2. Accept the resignation of **Shelby Wagner**, Special Education Paraprofessional, effective November 11, 2022.
3. Approve the assignment of **Trent Mattson**, Head Maintenance, LHS, effective October 31, 2022.
4. Approve the employment of **Jett Peters**, Latch Key Student Assistant, effective November 7, 2022.
5. Approve the employment of **Austin Skaar**, Latch Key Student Assistant, effective November 7, 2022.
6. Approve the employment of **Lydia Walseth**, Latch Key Student Assistant, effective November 7, 2022.
7. Approve the leave of absence of **Mikenzie Sparby**, Nurse, CES, from approximately March 31, 2023 until approximately June 23, 2023.

G. A motion was made by Mike Spears and seconded by Michelle Westerman to approve the retirement of Sherry Koop, Kitchen Helper, FMS, after 21 years of service, effective December 31, 2022. Motion carried.

H. A motion was made by Mike Spears and seconded by Craig Mattson to approve the following Fall & Winter 2022-23 Extra-Curricular Assignments: Motion carried.

1. Sam Lane - Wrestling-HS-Asst. Level 1

**Strong Fiscal Management:**

- A. A motion was made by Chris Melbye and seconded by Wayne Nomeland to approve the Resolution to accept the donations received for the benefit of the district as designated. Upon a roll call vote, the following voted in favor of: Spears, Hempel, Mattson, Melbye, Westerman, and Nomeland. Absent: Walseth. Motion carried.

Donor	Item	Designated Purpose (if any)
Tractor Supply Company	20 rubber balls	CES Phy Ed Department

**Policies:**

- A. A motion was made by Wayne Nomeland and seconded by Michelle Westerman to approve the renewal of the following policies: Motion carried.
1. *MSBA 202 School Board Officers*
  2. *MSBA 203 Operation of the School Board - Governing Rules*
  3. *MSBA 203.1 School Board Procedures: Rules of Order*
  4. *MSBA 203.2 Order of the Regular School Board Meeting*
  5. *MSBA 203.5 School Board Meeting Agenda*
  6. *MSBA 203.6 Consent Agendas*

Other:

- A. The 2023 MSBA Leadership Conference will be held in Minneapolis on January 12-13. Please let Melissa know if you wish to attend.
- B. A public meeting will be held on Monday, November 28, 2022 at 5:45 p.m. in the DSC Board Room for the purpose of the World's Best Workforce Annual Report.
- C. The next Regular Meeting of the Board of Education will be held on Monday, November 28, 2022 at 6:00 p.m.
- D. The next LTPAC meeting will be on Thursday, December 1 at 7 am in the LHS Training Center. Todd Rapp from Rapp Strategies will be in attendance.

Adjournment:

The meeting was adjourned at 6:42 p.m.

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**Ryan Walseth, Chair**

*/s/*  
**Michelle Westerman, Clerk**