

**Annual Organizational & Regular Board Mtg**  
**Freshwater Ed Dist. #6004**  
**1/24/2024**  
**Wadena, MN**

Called to order by the 2023 Chair K. Howard at 5 P.M.

Board Present: L. Anderson-Staples-Motley; C. Funk-Sebeka; R. VanDenheuvel-Bertha-Hewitt; B. Tumberg-Wadena-Deer Creek; R. Thalmann – Henning; K. Howard-Menahga. Supt. S. Vedbraaten, Browerville. FED Staff: E. Weber, Ex. Director; J. Wothe, SpEd Director; J. Anderson, Finance Mang.; S. Thiel, Admin Assistant. Absent: S. Veronen-Verndale; J. Hillmer-Browerville; C. Wolf- Long Prairie-Grey Eagle; L. Westrum, Supt., -Wadena–Deer Creek. Guest: T. Burggeman, CPA of Brady Martz.

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Anderson to approve the agenda as presented. VOTE- U/C

MOTIONED BY Thalmann & 2<sup>ND</sup> BY VanDenheuvel to appoint the following officers for the calendar year 2024, per the current FED Bylaws; Chair: L. Anderson – SM; Vice–Chair: C. Funk – Sebeka; Clerk: C. Wolf - LPGE; Treasurer; B. Tumberg – WDC. VOTE- U/C

At 5:01 PM, L. Anderson, the 2024 Chair, took over the meeting.

FY23 Audit Report given by T. Bruggeman, CPA, of Brady Martz.

MOTIONED BY Funk & 2<sup>ND</sup> BY Tumberg to approve the 10.25.23 minutes as presented. VOTE-U/C

Re-Organization of Board:

MOTIONED BY Howard 2<sup>ND</sup> BY Funk to authorize the use of a signature plate to sign documents. VOTE-U/C

MOTIONED BY Tumberg & 2<sup>ND</sup> BY Thalmann to name the following as official depositories: 1<sup>st</sup> International Bank of Staples, MN, Wadena State Bank of Wadena, MN, 1<sup>st</sup> National Bank of Ottertail, MN & MN School District Liquid Asset Fund, and to authorize designated staff to invest funds in these institutions with evidence of sufficient collateral. VOTE- U/C

MOTIONED BY Funk & 2<sup>ND</sup> BY Howard to Authorize the designated staff to make electronic fund transfers as outlined by State Statutes. VOTE- U/C

MOTIONED BY Tumberg & 2<sup>ND</sup> BY Funk to approve to keep the Board per diem the same as 2023 calendar; for regular/special and committee meetings to be set at the rate of \$70 & for meetings of 4 hours or less & \$130 for meetings over 4 hours. Mileage to be reimbursed at the current Federal rate. VOTE- U/C

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Thalmann to set the Regular Board meeting dates as follows with a start time of 5 pm; 4/26/24, 6/26/24, 8/21/24, 10/23/24, & 1/25, in Wadena, MN w/Special Board Mtg. called as needed. VOTE- U/C

MOTIONED BY Thalmann & 2<sup>ND</sup> BY Howard to name the Long Prairie Leader, Long Prairie, MN as the 2024 official newspaper. VOTE- U/C

Appointments by the 2024 Chair: Personnel Committee; S. Veronen, C. Funk, and R. Thalmann; Otter Tail Cty Collaborative: R. Thalmann; Todd Cty Collaborative: R. VanDenheuvel; 2 – Supervising Supt: L. Westrum and S. Vedbraaten, and acknowledge the annual associate membership in the MREA and full membership in MSBA.

MOTIONED BY Howard & 2<sup>ND</sup> BY Howard to acknowledge the annual review of Policies and action to direct the Ex. Director to maintain the district Policy Manual per MSBA recommended legal revisions and/or legislative mandatory revisions. VOTE- U/C

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Tumberg to name Hitesman & Associates, P.A., Maple Grove; Kennedy & Graven, Minneapolis; Pederson & Pederson P.A., Wadena, as well as Pemberton Law, Fergus Falls; as the 2024 Consulting Law Firms. VOTE-U/C

MOTIONED BY Thalmann & 2<sup>ND</sup> BY Howard to name the designated staff as FED's E-Service contacts. VOTE- U/C

*Regular Board Mtg.*

Old Business: MOTIONED BY Howard & 2<sup>ND</sup> BY Tumberg to approve the 11/8/23 & 1/10/24 Supt. Advisory minutes as presented. VOTE-U/C

New Business: MOTIONED BY Funk & 2<sup>ND</sup> BY Tumberg to acknowledge receipt and review of the 2023 Financial Audit and direct the auditing firm to forward a copy to the MDE. VOTE-U/C

MOTIONED BY Howard & 2<sup>ND</sup> BY VanDenheuvel to approve the 10/1/23 – 12/31/23 voucher claims as presented. VOTE-U/C

The following resolution is hereby MOVED BY Funk and 2<sup>ND</sup> BY VanDenheuvel: To recognize that the Board of FED, # 6004, gratefully accepts the following donations as identified as: New York Mills Lions Club, MN ~ \$400; Verndale Lions Clubs, MN ~ \$300; & Wadena Lions Club, MN ~\$300 to the Elm Tree Classroom, and with the following donations identified for Reading for the Future: Lions Club of Long Prairie, MN ~ \$2,000; Nelson Insurance Agency, Staples, MN ~ \$75; Benning Printing & Publishing, Clarissa, MN ~ \$25; Staples Eye Clinic, Staples, MN ~ \$50; Long Prairie Dairy Queen, LLC, Long Prairie, MN ~ \$100; Mayer, Porter & Nelson, LTD, Staples, MN ~ \$25; American Legion Post 124, Motley, MN ~ \$200; Faith Lutheran Church, Staples, MN ~ \$25; Unity Bank, Staples, MN ~ \$100; Lincoln Area Business Association, General Gambling, Cushing, MN ~ \$2,500; American Legion Post 12, Charitable Gambling, Long Prairie, MN ~ \$200; Shirley's Gas and Groceries, Eagle Bend, MN ~ \$100; Long Prairie Packing Co., Long Prairie, MN ~ \$150. VOTE on adoptions of this Resolution was as follows; ABSTENTIONS: None. AYE: Tumberg, Funk, Howard, Thalmann, VanDenheuvel, and Anderson. NAY: None. ABSENT: Veronen, Wolf, and Hillmer. WHEREUPON said Resolutions were declared duly adopted.

The following resolution is hereby MOVED BY Thalmann & 2<sup>ND</sup> BY Howard Directing the Administration to make recommendations regarding the reduction and/or discontinuance of programs & positions and reasons therefore; BE IT RESOLVED, by the School Board of FED #6004, that the School Board hereby directs the Supt. and Admin to consider the discontinuance and/or reduction of programs or positions as a result of a reduction in enrollment and make recommendations to the School Board for the discontinuance of programs, reduction of programs, discontinuance of positions, or the reduction of positions. VOTE on adoptions of this Resolution was as follows; ABSTENTIONS: None. AYE: VanDenheuvel, Thalmann, Howard, Anderson, Funk, and Tumberg. NAY: None. ABSENT: Veronen, Wolf, and Hillmer. WHEREUPON said the Resolution was declared Adopted.

MOVED BY Howard & 2<sup>ND</sup> BY VanDenheuvel the following resolution regarding 2023 Delegate Assembly Proposed Legislative Changes to Allow 12 Passengers or even 15 Passenger Vans to be classified as Type III Vehicles. BE IT RESOLVED, by the School Board of FED #6004 urges the Legislature to allow 12-passenger or even 15-passenger vans to be classified as Type III Vehicles. VOTE on adoptions of this Resolution was as follows; ABSTENTIONS: None. AYE: Howard, Thalmann, VanDenheuvel, Tumberg, Funk, and Anderson. NAY: None. ABSENT: Veronen, Hillmer, and Wolf. WHEREUPON said the Resolution was declared Adopted.

MOTIONED BY Howard & 2<sup>ND</sup> BY Tumberg to approve Revision II Budget modification & Revision II Assessment Manual Summary of the current FY-24 financial budget as presented. VOTE- U/C

MOTIONED BY Thalmann & 2<sup>ND</sup> BY Anderson to approve & post the FY-24 Teacher-Itinerant Seniority list as presented. VOTE-U/C

MOTIONED BY Funk & 2<sup>ND</sup> BY Tumberg to approve & post the FY-24 Para Seniority list as presented. VOTE-U/C with Abstention of Howard.

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Howard to approve & post the FY-24 SPED RVR Drivers Seniority list as presented. VOTE-U/C

The board reviewed the following as presented: Annual Admin Memo Regarding Probationary & Term Employee & Policy Employee 1<sup>st</sup> Date of the Employment list.

MOTIONED BY Howard & 2<sup>ND</sup> BY Tumberg to authorize the FED to advertise a request for proposal for Mental Health Services for the 24/25 SY for the Academy Program. VOTE: U/C

MOTIONED BY Tumberg & 2<sup>ND</sup> BY Thalmann to approve the 2023 – 2025 Master Agreement between FED #6004 & the FED T/I EMFED No. 7335, as recommended by the Personnel Committee. VOTE: U/C

MOTIONED BY Tumberg & 2<sup>ND</sup> BY Anderson to approve Policy #412 as presented. VOTE: U/C

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Howard to approve the Regular Year TS/CR Services Agreement for the 23/24 SY between FED & Little Falls ISD #482, Tier 1 Option. VOTE: U/C

#### Department Reports:

J. Anderson, Finance Mang. reviewed the following reports: Cash Balance, Fund Balance, Facility Reserve Balance, & OPEB Reserve Balances.

J. Wothe, SpEd Director reported the current enrollment of 38 students at the Academies; the Data Project is in full swing and will be presented to the Districts' Admin.; Offering additional 504 Training for District Staff.

E. Weber, Director gave an update on the 24/25 SY Menu Options; Repair of the school van; Academies researching what it takes to host a comfort dog; ALC's enrollment is currently lower than in the past but TS/CR enrollment continues to be consistent; Royalton School District is interested in offering T/S but no agreement at this time; Carl Perkins Cord. M. Kaluza is in the process of visiting school district programs; reviewed the ECFE & SR Spring Enrollment; the Tech Dept. is looking at Google Plus to reduce the number of servers needed.

MOTIONED BY Funk & 2<sup>ND</sup> BY Howard to approve the following:

The hiring of A. Berg, ECSE Para; M. Moyer, SPED Para; K. Chenoweth, ECSE Para; B. Bursch, SPED Para; A. Zamzo, OT; K. Hemberger, OT; A. Montgomery, ECSE Inst.; M. Baymler, FT Teacher Sub; J. Ludovissie, Cleaner.

Increase in Hrs. for: P. Peterson, OT; M. Peeters, ECSE Inst.; M. Leone, ECFE Parent Educator.

Decrease in Hrs. for: H. Moore, ALC Para.

Lane Change Request of K. Keil, ECSE Inst.

Resignation of M. Pauly, SPED Para; D. Sunstrom, Help Desk Assist. /Cleaner. VOTE- U/C

MOTIONED BY Howard & 2<sup>ND</sup> BY VanDenheuvel to adjourn the meeting at 6:01 p.m.

#### Pre-Approved Publication Summary