

**Park Rapids Area School Board**  
**Meeting Minutes**  
**Monday January 22<sup>nd</sup>, 2024**  
**6:00 PM**  
**Frank White Education Center – Community Room**

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Chairperson Safratowich called the Meeting to order. Members present and order to vote was Morgan, Diekmann, Hoyt, Pike, Kocka & Safratowich. Principals Jeff Johnson & Mike LeMeir were present, as well as Business Manager Kent Fritze and Superintendent Lance Bagstad along with staff and community members.

RECITED the Pledge of Allegiance

APPROVED Agenda and Addendums as presented. Morgan/Kocka

HEARD High School Student of the month for January – Noah Morris

HEARD Middle School Students of the month for January – Coraline Hoagland, Charles Demoret, Amiee Safratowich

APPROVED Consent Items as follows: Kocka/Morgan

- a. Approve payments Presented for January 2024
- b. Approve Minutes of the January 8th, 2024 Re-Organizational Board Meeting
- c. Approve Student Activities Quarterly Report
- d. Approve Resignation – Amanda Semmler, Part time paraprofessional, .50 licensed Social Worker
- e. Approve Resignation – Patrick Richard, High School Social Studies Teacher
- f. Approve Resignation – Patrick Richard, Head Cross Country Coach
- g. Approve New Hire – Bridget Smith, Paraprofessional
- h. Approve New Hire – Danielle Brakefield, Paraprofessional
- i. Approve New Hire – Paula Preston, Paraprofessional
- j. Approve New Hire – Warren Konze, Assistant Mechanic
- k. Approve New Hire – Danny Drusch, Custodian 1
- l. Approve New Hire – Patrick Kaufenberg, Paraprofessional
- m. Approve Fundraiser Pizza sales for High School Choir
- n. Approve First Reading Policy 412 – Expense Reimbursement
- o. Approve First Reading Registered Occupational Therapist Job Description
- p. Approve Teacher Lane Changes

| <u>Name</u>       | <u>Previous Lane</u> | <u>New Lane</u> |
|-------------------|----------------------|-----------------|
| Sue Keranen       | MA15/12              | MA35/12         |
| Jana Oatis        | BA35/2               | MA/2            |
| Megan Rykhus      | MA/7                 | MA15/7          |
| Lee Skajewski     | BA15/6               | BA25/6          |
| Autumn Sturtz     | MA15/7               | MA25/7          |
| Carrie Wittenberg | BA/9                 | BA25/9          |

HEARD Monthly Student Council Report – We are getting ready for Snow days which will happen in a few weeks.

HEARD Monthly Superintendent Report- Project 309 we are presenting to Rotary along with a tour on February 5<sup>th</sup>. We will have century bid opening and approval at the next meeting. We are proposing the calendar for 24-25 and working on the following calendar as well. Keep listening to things happening in the legislature.

HEARD Monthly Business Manager Report- Looking at staff reimbursement for meals when they are out at conferences.

HEARD Monthly Principals' Report

Johnson – We just finished up conferences and are trying to make conferences better and doing things differently. Student council did a tour of Project 309 a couple weeks ago and they were excited about that. Mr. Sanford met with students about scholarships, grad plans and other things pertaining to graduations. We have our panthers first meeting tomorrow. We are starting to look at our panther tracks registration book for next school year.

Lemier – We had 7<sup>th</sup> and 8<sup>th</sup> grade conferences it was a good turn out and they will be reaching out to families about certain things in the next couple weeks. Continuing to work with Truancy partners and to have the county help support this. We are happy to have a few new faces in our building. The early literacy group is still working hard on getting some of the curriculum together for a best fit for our students.

HEARD Monthly Activities Directors Report – Most winter sports teams are just passing the midway point. With sections coming up in about a month. We have one act play sections in the next week as well as a band concert tonight. Heart of the lake conference will still be 9 teams.

HEARD Monthly Community Education Report – Community ed students wrote many letters over the Christmas break to be sent overseas. They are looking to do more things like this as well. We are registering students for items in the brochure.

HEARD Monthly Facilities Director Report- We have had a lot of people in our buildings and we are still busy with things in our buildings. Progress is coming along great for Project 309. We are excited about the new lighting in the parking lots.

HEARD Monthly Transportation Director Report- We are fully staffed and are excited about that. We are looking for sub drivers. We are hoping to purchase a new lift gate bus as one of our old ones is getting very tired. The new bus garage looks very nice and looks great.

HEARD Monthly Director of Curriculum and Instruction Report – PRAVA is really overflowing. Conferences went really well with our PRAVA students. I will be taking the ELLA team to Source well to learn more about the READ Act. We have 20 reps from our building looking into the curriculum for the READ Act and we should have a better idea of that in the future.

HEARD Monthly Special Education Directors Report- I have been working on a lot of monitoring with the Minnesota Department of Education. I have several meetings over the next couple of weeks to figure out their new process. I am looking at the needs for ESY coming up this summer.

HEARD Monthly Food Services Directors Report – Our meals being free this year we are seeing more students eating breakfast and lunch. We are up over 18% at breakfast for the month of

December. The free meals are stressing out not only the budget at the state level but also in our own kitchen since we are serving more meals daily.

HEARD New Business:

- a. Approve Resolution directing administration to make recommendations for adjustments in curriculum, programs and staffing for 2024-25. Pike/Hoyt
- b. Approve Calendar for 2024-2025 School Year Diekmann/Kocka
- c. Meal Reimbursement Rates Kocka/Morgan

REVIEWED Enrollment

DONATIONS RECEIVED AND APPRECIATED

| <u>TO</u>                    | <u>FROM</u>                   | <u>AMOUNT/ITEM</u>                     |
|------------------------------|-------------------------------|--|
| Park Rapids Schools          | Northern Lights Dance Academy | \$400                                  |
| Park Rapids Food Service     | Virgil & Molly Linker         | \$4,000 Kitchen/Equipment Culinary lab |
| Park Rapids Scholarship fund | Paul Bunyan Communications    | \$1,000                                |

RECESSED at 6:38pm to Closed Session Pursuant to Chapter 13D – Superintendent and Board Review

OPENED Closed session at 6:45pm Kocka/ Pike

CLOSED Closed session Hoyt/Kocka

ADJOURN at 8:05pm Hoyt/Pike