

**RTR Public Schools ISD # 2902  
School Board Minutes  
January 4, 2023  
RTR Public School in Tyler, MN – 7:00 p.m.**

School Board Attendance: Chandler, Dunblazier, Hansen, Hess, Kerkaert  
Administration in Attendance: Gossen  
Administration Attendance via Electronic Means: Marlette, Olsen, Baartman

Chair Hansen called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited by those in attendance.

M/S/C Dunblazier, Chandler to approve the agenda. (4-0 vote)

Matthew Kerkaert accepted his election to the RTR School Board by completing the Oath of Office for the term of January 2, 2023 – December 31, 2026.

Mr. Marlette called for nominations for the 2023 Chairperson.

Jeff Hansen was nominated as Chairperson.

M/S/C Dunblazier, Hess to cease nominations for chairperson. (4-0 vote with Hansen abstaining)

M/S/C Dunblazier, Kerkaert to approve Jeff Hansen as Chairperson. (4-0 vote with Hansen abstaining)

Jeff Hansen called for the following 2023 organizational items:

Craig Hess was nominated as Vice-Chairperson.

M/S/C Dunblazier, Chandler to cease nominations for vice-chairperson. (4-0 vote with Hess abstaining)

M/S/C Kerkaert, Chandler to approve Craig Hess as Vice-Chairperson. (4-0 vote with Hess abstaining)

Peggy Dunblazier was nominated as Clerk.

M/S/C Hess, Chandler to cease nominations for clerk. (4-0 vote with Dunblazier abstaining)

M/S/C Kerkaert, Hess to approve Peggy Dunblazier as Clerk. (4-0 vote with Dunblazier abstaining)

Matt Kerkaert was nominated as Treasurer.

M/S/C Hess, Chandler to cease nominations for treasurer. (4-0 vote with Kerkaert abstaining)

M/S/C Hess, Dunblazier to approve Matt Kerkaert as Treasurer. (4-0 vote with Kerkaert abstaining)

M/S/C Chandler, Kerkaert to keep the board honorariums the same as 2022. (5-0 vote)

M/S/C Chandler, Hess to approve the 2023 Minnesota State High School League representatives for ISD #2902 as listed below. (5-0 vote)

Administration:	Darren Baartman
Boys Athletics:	Ted Kern
Girls Athletics:	Neil Witte
Music:	Lorilee Malecha
Speech:	Erick Harper
Board Rep:	Jeff Hansen

M/S/C Dunblazier, Chandler to approve the 2023 School Board Committee assignments as listed. (5-0 vote)

Administrative & Finance Committee: Hess, Kerkaert, Johansen

Policy Committee: Hansen, Dunblazier, Chandler

Building & Grounds Committee: Dybdahl, Chandler, Dunblazier

Health & Safety Committee: Dunblazier, Hansen, Dybdahl

Negotiations Committee: Kerkaert, Johansen, Hess

M/S/C Dunblazier, Hess to approve the Tyler Tribute as the district’s official newspaper. (5-0 vote)

M/S/C Kerkaert, Chandler to approve Minnesota School District Liquid Asset, First Independent Bank (Russell, Ruthton & Tyler), and PMA Financial Network as the official depositories. (5-0 vote)

M/S/C Dunblazier, Kerkaert to approve the primary school district legal counsel as Knutson, Flynn & Deans, PA. and the secondary legal counsels as Robert Gjordvad and Ratwik, Roszak & Maloney, PA. (5-0 vote)

M/S/C Hess, Dunblazier to approve the 2023 meeting dates as listed in Schedule A, noting the change of time for the May 10, 2023 meeting to 8:00 PM. (5-0 vote)

M/S/C Chandler, Hess to approve the consent agenda. (5-0 vote)

- a. Approval of Minutes from Regular School Board Meeting on December 14, 2022

M/S/C Dunblazier, Chandler to approve the bills. – Schedule B (5-0 vote)

- a. Expenditures Report - \$2,205,580.92
  - b. Manual Checks - \$ 13,379.18
  - c. Payroll Report - \$ 427,221.18
- \$2,646,181.28**

M/S/C Kerkaert, Chandler to approve the Treasurer’s Report. - Schedule C (5-0 vote)

Administrative reports were presented by Cristy Olsen, Rick Gossen, Darren Baartman and Supt. Marlette.

M/S/C Dunblazier, Kerkaert to approve the resolution designating David Marlette as ISD #2902’s Identified Official with Authority (IOWA) for the Education Identity and Access Management (EDIAM) system. (5-0 roll call vote)

M/S/C Chandler, Hess to approve the Continuing Contract Teacher Seniority List as of 01/01/2023. (5-0 vote)

M/S/C Chandler, Dunblazier to approve the legislative update to MSBA Policy 534 School Meals. (5-0 vote)

M/S/C Hess, Kerkaert to approve the updated Principal Unrequested Leave of Absence Policy as presented. (5-0 vote)

The Board held discussion regarding the fund balance in the RTR Board Sunshine Fund.

M/S/C Hess, Dunblazier to approve the December 20, 2022 RTR (PreK-12 Facility) Construction Payments. (5-0 vote)

a. BDS Contract Door & Hardware (Door/Hardware Contractor)	\$1,414.00
b. BDS Contract Door & Hardware (Door/Hardware Contractor) (100% Retainage)	\$13,721.00
c. Elite Storage Products, LLC. (Locker Contractor) (100% Retainage)	\$13,560.00
d. <u>Double D Gravel, Inc. (Tyler Demo Contractor) (100% Retainage)</u>	<u>\$11,875.00</u>
<b>December 20, 2022 Total (PreK-12 Facility) Construction Draws:</b>	<b>\$40,570.00</b>

<b>TOTAL COMPLETED:</b>	<b>RETAINAGE HELD:</b>	<b>BALANCE EXPENSES:</b>	<b>BALANCE OF FUNDS:</b>	<b>% COMPLETE:</b>
\$34,756,620.47	\$167,936.00	(\$12,575.00)	\$282,535.53	99.88%

(Note: Includes RTR Educational Foundation PreK-12 Building Donation of \$566,675.00)

M/S/C Hess, Kerkaert to approve the Dec. 20, 2022 RTR Athletic Complex Construction Payments. (5-0 vote)

a. No Bills this Month \$0.00  
**December 20, 2022 Total (Athletic Complex) Construction Draws: \$0.00**

<u>TOTAL COMPLETED:</u>	<u>RETAINAGE HELD:</u>	<u>BALANCE EXPENSES:</u>	<u>BALANCE OF FUNDS:</u>	<u>% COMPLETE:</u>
\$4,002,099.34	\$0.00	\$10,835.00	\$249,081.71	99.42%

M/S/C Hess, Chandler to approve the December 20, 2022 RTR Fieldhouse Construction Payments. (5-0 vote)

a. No Expenses This Month \$0.00  
**December 20, 2022 Total RTR Fieldhouse Construction Draws: \$0.00**

<u>TOTAL COMPLETED:</u>	<u>RETAINAGE HELD:</u>	<u>BALANCE EXPENSES:</u>	<u>BALANCE OF FUNDS:</u>	<u>% COMPLETE:</u>
\$564,367.30	\$0.00	\$6,300.00	\$6,300.00	99.55%

M/S/C Hess, Kerkaert to approve the December 20, 2022 (RTR Demo) Construction Payments. (5-0 vote)

a. No Payments this Month \$0.00  
**December 20, 2022 Total RTR Demolition Construction Draws: \$0.00**

<u>TOTAL COMPLETED:</u>	<u>RETAINAGE HELD:</u>	<u>BALANCE EXPENSES:</u>	<u>BALANCE OF FUNDS:</u>	<u>% COMPLETE:</u>
\$429,350.00	\$4,000.00	\$0.00	\$271,061.64	99.31%

M/S/C Chandler, Kerkaert to adjourn at 8:04 p.m. (5-0 vote)

Peggy Dunblazier Clerk

All pertinent information, including schedules, are on file in the District Office.