

FRESHWATER EDUCATION DISTRICT # 6004

Board Meeting Minutes, August 20, 2025

2222 Industrial Drive, Wadena, MN

The regular meeting of the Freshwater Education District #6004 was called to order at 5 p.m. by acting Chair, Tumberg.

Board Members Present: C. Wolf-Long Prairie – Grey Eagle; B. Tumberg, Wadena – Deer Creek; S. Veronen-Verndale; J. Hillmer-Browerville; R. Thalmann-Henning; R. Wright-Staples – Motley; R. VanDenheuvel-Bertha – Hewitt.

Supervising Superintendent Present: L. Westrum-Wadena – Deer Creek; S. Vedbraaten-Browerville.

FED Administration Present: E. Weber, Superintendent; J. Wothe, Special Ed Director; J. Anderson, Finance Manager; and S. Thiel, Administration Assistant.

Others: R. Bowman

MOTIONED by VanDenheuvel and SECONDED by Wright to approve the agenda as presented. VOTE-U/C

Presentation by J. Anderson provided a presentation to the Board regarding the Business Office PLC from the 24/25 School Year.

Consent Agenda-

MOTIONED by Veronen and SECONDED by Wolf to approve the consent agenda as presented.

June 25, 2025, Regular Board Meeting Minutes.

June 11, 2025, Superintendent Advisory Minutes.

June 11, 2025, Board Personnel Committee Minutes.

Freshwater Fiscal Year 2025 Quarter 4 Voucher Claims, payments 66416-66550.

Mileage Claims paid in July for FY2025.

Renewal of the CLC – PSEO Agreement.

MOU with Tri County Community Action Partnership, Inc., Head Start, Prenatal to Five.

Sourcewell Program and Service Agreement.

First Review of Policy: 400.15L – Remote Work.

Second and Final Review of Policies: 400.9L, 400.10L, 412, 400.13L.

Approval of the 25/26 School Year Employee Handbook.

Approval of the 25/26 School Year Area Learning Center Student Handbook.

Renewal of Audiology Service Agreement for the 25/26 School Year.

Approval of Personnel

2024-2025 School Year:

Resignation of Millicent Leone, Parent and Family Educator, effective at the end of the 24/25 School Year.

Resignation of Tracy Brown, School Psychologist, effective the end of the 24/25 School Year.

Resignation of Becky Blanchard, Special Education Paraprofessional, effective at the end of the 24/25 School Year.

2025-2026 School Year:

Reinstatement of the following Teaching Staff for the 2025-2026 School Year:

Mary Schmidt, Parent and Family Education, OFP

Michelle Wolhowe, Parent and Family Education, OFP
Brenda Faust, Parent and Family Education, OFP
Kayla Januszewski, EBD Special Education Teacher, OFP
Kylene Lehmann, EBD Special Education Teacher, Tier I
Christa Perala, Developmental/Adaptive PE Teacher, OFP
Lee Truax, EBD Special Education Teacher, OFP

Carrie Jares, EBD Special Education Teacher, Tier I

Reduction in Days for Jessica Nelson, School Social Worker, from 174 days to 70 days, effective the 25/26 School Year.

Increase in Days for Whitney Wegscheid, Speech Language Pathologist, from 165 days to 181 days, effective the 25/26 School Year.

Increase in Days for Kevin Johnson, School Psychologist, from 181 days to 191 days, effective the 25/26 School Year.

Increase in Days for Jill Line, ALC Program Assistant/MARSS Specialist from 230 Days to 260 days, effective July 1, 2025.

Increase in Hours for Jeff Ludovissie, Custodial/Regular Van Driver, from 1040 hours to 1295 hours, effective July 1, 2025.

Reassignment of Mackenzie Schertler, Business Manager Assistant to Business Manager Assistant/Business Manager III, effective July 1, 2025.

Reassignment of Ruth Bowman, Academy Special Ed Teacher, to ALC Special Ed Teacher, effective the 25/26 School Year.

Reassignment of John Fox, SPED Assessment Specialist/ALC Specialist, to Special Ed Assessment/Special Ed Program Specialist, as well as an increase in days from 181 days to 190 days, effective the 25/26 School Year.

Reassignment of Michelle Olson, from FT Substitute Paraprofessional to ALC Paraprofessional, effective the 25/26 School Year.

Lane Change Request of Roseanne Rivers, ECSE Teacher from BA/Step 3 to BA+10/Sem/Step 4, effective the 25/26 School Year.

Lane Change Request of Mikayla Jorgenson, ECSE Teacher from MA/Step 8 to MA+10, effective the 25/26 School Year.

Lane Change Request of Ruth Bowman, Special Ed Teacher from MA+30/Step 12 to Specialist/Step 12 effective the 25/26 School Year.

Permission to advertise and hire for the following positions:

2 positions - Academies Special Education Paraprofessional for the 25/26 School Year.

Part-Time Early Childhood Special Ed Paraprofessional for the Long Prairie ECSE Classroom.

Receptionist/Special Education Program Assistant 1.0 FTE

Special Education Program Assistant .9 FTE

Hiring of Brita Karolus, Physical Therapist, for 181 days at Doctorate/Step 3, effective the 25/26 School Year.

Approval of Assistant Director of Special Education, Lori Murdock, 25/26 School Year Contract for 5 days as presented.

Approval of FY26 Addendum A - Finance & Business Operations Manager Article VI-A Multi-District Stipend. VOTE: U/C

Informational Items:

Report of Superintendent

General: The Superintendent and Principal meeting was held on Aug 13.

Personnel Committee met before this meeting to discuss: Addendum to the FED Finance & Business Operations Manager contract, and T-I Bargaining Group initial proposal

Facilities: All sites and vans are cleaned and ready for the upcoming school year.

Area Learning Center/Targeted Services: 21 Districts ran programs this summer, serving over 1000 students (slightly fewer than last summer). ALC will provide support for new online learning opportunities.

Technology: New 3CX phone system installed. State Telecom Dollars is ending, which may impact the Wide Area Network

Carl Perkins: The FY25/26 budget from MDE is still pending. Approvals for school requests are in late July or August, and current requests exceed expected funding.

Report of Special Ed Director: Professional development and training were offered for preparation of the 25/26 SY.

Finance Reports: Reviewed Finance Report, ALC current Fund Balance, and an update on the Business Services.

New Business - Action Items

MOVED BY VanDenheuvel and SECONDED BY Thalmann:

BE IT RESOLVED, by the Board of Education District, No. 6004, as follows:

That the following specific positions are declared to be available:

Parent and Family Education (3 positions)

EBD Special Education Teacher (4 positions)

Developmental/Adaptive PE Teacher (1 position)

That reinstatement rights to the above positions shall be determined as of August 20, 2025.

That the Superintendent and Administration are directed to notify the appropriate persons on the reinstatement lists of the availability of the positions.

VOTE on adoption of the Resolution was as follows;

ABSTENTIONS: None. AYE: Wolf, Tumberg, Veronen, Hillmer, VanDenheuvel, Thalmann, and Wright. NAY: None. ABSENT: Huttunen and Howard.

WHEREUPON, said Resolution was declared duly adopted.

MOTIONED BY Thalmann and SECONDED BY Hillmer to approve the agreement with eLuma for School Psychologist Service for the 25/26 School Year, as presented. VOTE- U/C

MOTIONED BY Veronen and SECONDED BY Hillmer to approve the Payroll Service Agreement between Freshwater Education District and Bertha–Hewitt School District #786 as presented. VOTE-U/C.

MOTIONED BY VanDenheuvel and SECONDED BY Wolf to approve the Business Manager Service Agreement between Freshwater Education District and Henning School District #585 as presented. VOTE-U/C

MOTIONED BY Hillmer and SECONDED BY VanDenheuvel to approve the template agreement for the fiscal year 2026 regular year extended time programs. VOTE-U/C

MOTIONED BY Veronen and SECONDED BY Thalmann to approve the purchase of a 10-Passenger Van from Nelson Auto, Fergus Falls, MN, if determined necessary. VOTE-U/C

MOVED BY Wolf and SECONDED BY Hillmer to accept the following donations:

THEREFORE, BE IT RESOLVED, that the School Board of Freshwater Education District #6004 gratefully accepts the following donations of \$200 for the Staples ALC Student Program, by anonymous donor.

VOTE on adoption of the Resolution was as follows: ABSTENTIONS: None. AYE: Wolf, Tumberg, Veronen, Hillmer, VanDenheuvel, Thalmann, and Wright. NAY: None. ABSENT: Huttunen and Howard.

WHEREUPON, said Resolution was declared duly adopted.

MOTIONED BY VanDenheuvel and SECONDED BY Wright to adjourn the meeting at 5:53 p.m.