OFFICIAL MINUTES
HAYFIELD COMMUNITY SCHOOLS
HAYFIELD, MINNESOTA 55940
REGULAR BOARD MEETING
January 10, 2024

The organizational meeting of the School Board of Independent School District No. 203, Hayfield, Minnesota was called to order by the Board Chair Patrick Towey Jr at 5:30 PM, members present: Tyler Anderson, Curt Heydt, Justin Holtan, Chad O'Connor, Heather Swygman at 5:41 PM, Patrick Towey Jr., and Kathy Hegna Zelinske. Members absent: None. Also in attendance was Superintendent Gregg Slaathaug.

Public Forum: None.

Hegna Zelinske moved Anderson seconded to seat new and returning board members. Approved 6-0

Towey opened nominations for board chairperson for the 2024 calendar year. Hegna Zelinske nominated Patrick Towey Jr. The motion by Holtan was seconded by Heydt, to close nominations and cast a unanimous ballot for Patrick Towey Jr. Approved 6-0

O'Connor nominated Kathy Hegna Zelinske for vice-chairperson. A motion by Heydt was seconded by Anderson, to close nominations and cast a unanimous ballot for Kathy Hegna Zelinske. Approved 6-0

Hegna Zelinske nominated O'Connor for clerk. A motion by Holtan was seconded by Heydt, to close nominations and cast a unanimous ballot for Chad O'Connor. Approved 6-0

Anderson nominated Justin Holtan for treasurer. A motion by Hegna Zelinske was seconded by Heydt, to close nominations and cast a unanimous ballot for Justin Holtan. Approved 6-0

Holtan moved Anderson seconded to approve the 2024 committee assignments:

Facility Committee – Tyler Anderson, Chad O'Connor, Patrick Towey Jr.
MSBA Legislative Liaison – Patrick Towey Jr.
MN State High School League representative – Heather Swygman
Negotiations Committee – Kathy Hegna Zelinske, Justin Holtan, Chad O'Connor
Zumbro Education District representative – Kathy Hegna Zelinske and Heather Swygman (alt)
Community Education Advisory Board representative – Curt Heydt
Meet and Confer – Chad O'Connor, Heather Swygman, Patrick Towey Jr. Approved 6-0

Anderson moved Heydt seconded to approve the regular board meeting dates and times for 2024, in the Hayfield Elementary Conference Room as follows:

Wednesday, January 10, 2024	5:30 p.m. (Organizational)
Wednesday, February 21, 2024	5:30 p.m.
Wednesday, March 13, 2024	5:30 p.m.
Wednesday, April 10, 2024	5:30 p.m.
Wednesday, May 8, 2024	5:30 p.m.
Wednesday, June 12, 2024	5:30 p.m.
Wednesday, July 10, 2024	5:30 p.m.
Wednesday, August 14, 2024	5:30 p.m.
Wednesday, September 11, 2024	5:30 p.m.
Wednesday, October 9, 2024	5:30 p.m.
Wednesday, November 13, 2024	5:30 p.m.
Wednesday, December 11, 2024	4:30 p.m.
Wednesday, December 11, 2024	6:01 p.m. (Truth in Taxation)

Approved 6-0

Hegna Zelinske moved, O'Connor seconded to approve the legal financial depositories, delegation for electronic fund transfers, and the official newspaper for the District as follows:

Legal Financial Depositories:
MBT Bank, Hayfield
Minnesota School district Liquid Asset Fund, Minneapolis

Delegation for Electronic Fund Transfers for Making Payments to Vendors and Issuing Payroll
Stephanie Behrens
Amber Uhlenhake
Scott Marine

Official Newspaper
Dodge County Independent Approved 6-0

Heydt moved, Anderson seconded to approve legal representation as:

Legal Representation
Adams, Rizzi & Sween, P.A., Austin, MN
Knutson, Flynn & Deans, P.A., Mendota Heights, MN
Ratwick, Roszak & Maloney, P.A., Minneapolis, MN

as Hayfield Community School legal counsel and authorize the Board Chair, Superintendent Gregg Slaathaug and Business Manager Scott Marine as the district's official legal contacts. Approved 6-0

Hegna Zelinske moved and O'Connor seconded that each school board member shall follow the Code of Ethics stated in Policy 209. Approved 6-0

Anderson moved Holtan seconded to approve $0.00 increase for school board member's salary. Salary will be $1,400 per year. The following officer's annual salaries will change to: Chairperson: $1,800, Treasurer: $1,750, Clerk: $1,650, Negotiation Committee: Addl. $350, Primary ZED Committee Person: Addl. $350. Approved 6-0

Roll Call

Hegna Zelinske moved Anderson seconded to approve the agenda. Approved 6-0

Administrators' Reports:

Jim Hecimovich, Interim 6-12 Principal:

- No report given. Details posted on website.

Scott Marine, Business Manager:

- No report given.

Kayla Stanton, PreK-5 Principal:

- Updates given on PLC Standard Alignment, Substitute Appreciation and 28 Students Enrolled in Boost 2024-2025 (36 total availability).

Gregg Slaathaug, Superintendent:

- Updates given on: Received seven applications for the Technology Administrator position, Earned Sick and Safe Time (ESST), Admin Team will be reviewing enrollment, budgets, etc. the next few weeks in regards to possible realignments, received information from MDE regarding current students attending on-line institutions and the district's financial implications

ZED items: Kwik-Trip provided lunch to ZED Staff this week. Next ZED Superintendent meeting is 1-17-24

Following review and discussion, Swygman moved and Anderson seconded to approve the consent agenda. Approved 7-0

Minutes from December 13, 2023 Board Meeting, and December 13, 2023 Truth in Taxation Meeting

Disbursements

Gross Payroll: $428,196.48 December Vouchers: $434,039.05

Enrollment

Retirement: Brian Bartley, Information Technology Systems Administrator, effective June 30, 2024. Thank you for your 16 years of service to the District!

Employment: Bethany Parsons, Middle School & High School Special Education Teacher, BA, Step 4 at .43 FTE at $20,388.51 for the remainder of the 2023-2024 school year.

Karson Steele, Elementary Paraprofessional, Lane B2-3, Step 5 at $15.03 per hour

Seniority Listing – Certified (Tenure & Non-Tenure) & Non-Certified

Approve Discontinuing and Reducing Educational Programs and Positions Resolution (formality)

Member Hegna Zelinske introduced the following resolution and moved its adoption:

RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS

WHEREAS, the School Board of Independent School District No. 203 adopted a resolution on January 10, 2024, directing the administration to make recommendations for reductions in programs and positions, and

WHEREAS, said recommendations have been received and considered by the school board,

BE IT RESOLVED, by the School Board of Independent School District No. 203 as follows:

That the following programs and positions, or portions thereof, be discontinued:

1. 6-12 programs (certified and non-certified employees).
2. PreK-5 programs (certified and non-certified employees).

The motion for the adoption of the foregoing resolution was duly seconded by Member Swygman and upon vote being taken thereon,

Roll Call Vote:

the following voted in favor thereof: Kathy Hegna Zelinske, Curt Heydt, Chad O'Connor, Tyler Anderson, Heather Swygman, Justin Holtan, and Patrick Towey Jr.

and the following voted against: None

Whereupon said resolution was declared duly passed and adopted.

Holtan moved Swygman seconded to approve the 2024 Cross Country Head Coach – Kelli Schmeling, Step 2 @ $3,520.00 Approved 7-0

Hegna Zelinske moved O'Connor seconded to approve the 2024 Football Head Coach – Derrick Thompson, Step 14 @ $6,875.00 Approved 7-0

Anderson moved Holtan seconded to approve the 2024 Volleyball Head Coach – Johanna Kruger, Step 7 @ $5,830.00 Approved 7-0

Holtan moved Swygman seconded to adjourn the meeting at 6:03 PM. Approved 7-0

Respectfully submitted,

Chad O'Connor, Clerk