

Minutes

- 1.0 **Called To Order-** 6:04 p.m. by Chair Nelson
- 2.0 **Roll Call:** Present - John Boon, Brett Duncan, Troy Hausmann, Barry Nelson, Tim Pahl, Paul Carlson
Absent - Tim Schaefer and Kevin Koehl
Guests - Chad Christianson, Katie Erdman (Zoom), Amy Dougherty, Lynn Nelson, Nicole Schmidt (Zoom), Abbie Biegener, Courtney Greiner, Kayla Rinkenberger (Zoom), Tony and Maegen Feutchenberger
- 3.0 **Approved Agenda** Motion – Hausmann , Second - Duncan , Action- Unanimous Consent
- 4.0 **Approve Minutes** Approve Minutes of 06/15/2020 Regular Board Meeting
Motion – Duncan , Second - Boon , Action- Unanimous Consent
- 5.0 **Approve Payment of April Bills for \$412,307.18**
Motion – Duncan , Second - Hausmann , Action- Unanimous Consent
- 6.0 **Upcoming dates**
- 6.01 Aug. 17 Fall Sports Practice Starts
- 6.02 Aug. 17 Regular Board Meeting
- 7.0 **Communications and Reports**
- 7.01 Reported on Board Retreat held on June 29th.
- 7.02 Reviewed open enrollment applications.
- 7.03 Reviewed the fall planning parent survey results overview.
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl – Monthly Report – Mr. Pahl introduced new staff and reviewed important dates and events to start the 2020-21 school year.
- 8.02 Supt Carlson - a.) Reviewed MSBA Summer Seminar dates; b.) Reviewed CARES Act funding; c.) Provided a copy of the building project punch list as an update.
- 9.0 **New Business**
- 9.00 Placed items 9.01 to 9.10 on a consent agenda for approval.
Motion – Hausmann , Second - Duncan , Action- Unanimous Consent
- 9.01 Set Meeting Salary for Board Members (**\$40**)
- 9.02 Set Board Officer Salaries (**\$200 Chair, \$75 Clerk & Treasurer**)
- 9.03 Designated Official Newspaper (**Stevens County Times**)
- 9.04 Designated School Website Official Location to Post School Positions, School Board Minutes & Excess Property Sales.
- 9.05 Designated Official Depository (**Community Development Bank, Hancock, MN**)
- 9.06 Set Regular Board Meeting Schedule -. **3rd Monday except Jan., & Feb., 4th Mondays. Meeting Time: 6 pm**
- 9.07 Authorized - **Supt. Carlson & Business Manager Galarneau to sign checks, use board officer signature plates, & make electronic transfers for 2020-2021.**
- 9.08 Authorized **Superintendent Paul Carlson as 2020-21 Purchasing Agent.**
- 9.09 Approved **Superintendent Paul Carlson as 2020-21 Federal Projects Director.**
- 9.10 Approved Access to the MDE Recertification System for ISD 0768-01, Hancock Schools.
The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize Paul Carlson to act as the Identified Official with Authority (IOWA) Hancock Public School District 0768-01; and Tim Pahl to act as the IOWA to add and remove names only for Hancock Public Schools, 0768-01.

- 9.11 Approved Updated Ten Year - Long Term Facilities Maintenance Plan – Review LTFM Revenue/Expenditures
Motion – Hausmann , Second - Boon , Action- Unanimous Consent
- 9.12 Approved 2020-2021 Fee Schedule – Hot Lunch; Sports & Activities; Added Cooperative Sports
Motion – Duncan , Second - Hausmann , Action- Unanimous Consent
- 9.13 Adopted MSHSL Membership Resolution by unanimous roll call vote by those present for the 2020-2021 School Year. Complete Resolution on file in the district office.
Motion – Boon , Second – Duncan , Action- Unanimous Consent
- 9.14 Approved Membership to MSBA, MREA, Lakes Country Service Cooperative for the 2020-2021 School Year.
Motion – Boon , Second - Hausmann , Action- Unanimous Consent
- 9.15 Approved the appointment of Abbie Biegner – Elementary Teacher (Grade 5).
Motion – Hausmann , Second - Boon , Action- Unanimous Consent
- 9.16 Approved \$1,500 donation from Pamela Schaefer for landscaping
Motion – Duncan , Second - Boon , Action- Unanimous Consent
- 9.17 Approved the 2020-2022 Administrative Contracts for Mr. Pahl (Principal) and Mrs. Galarneau (Business Manager).
Motion – Boon , Second - Duncan , Action- Unanimous Consent
- 9.18 Approved the appointment of Courtney Greiner – Physical Education Teacher
Motion – Hausmann , Second – Duncan , Action- Unanimous Consent
- 9.19 Approved Eide Bailly as the School District Auditor
Motion – Duncan , Second - Boon , Action- Unanimous Consent
- 9.20 Adopted Resolution by unanimous roll call vote by those present relating to the election of school board members and calling the School District election. Complete Resolution is on file in the district office.
Motion – Hausmann , Second – Boon , Action- Unanimous Consent
- 10.0 **Other Items** – Chair Nelson met with John Deere in Morris for the school to rent equipment for snow removal that would save the district expenses. Administration will work out the details for the equipment rental.
- 11.0 **Adjourn** – 7:36 p.m. Motion – Boon , Second - Duncan , Action- Unanimous Consent

IN WITNESS WHEREOF, I have subscribed my signature

this 17th day of August, 2020.

Clerk _____

HANCOCK BOARD OF EDUCATION MEETING – August 17, 2020 – 6:00 PM Item 4.0
STEM Lab (Room 133) or Zoom Teleconference – ISD 768 - HANCOCK PUBLIC SCHOOLS

Minutes

- 1.0 Called To Order-** 6:02 p.m. by Chair Nelson
- 2.0 Roll Call:** Present - John Boon, Brett Duncan (Zoom), Troy Hausmann, Kevin Koehl, Barry Nelson, Tim Schaefer (Zoom), Tim Pahl, Paul Carlson
Absent - None
Guests - Chad Christianson, Katie Erdman (Zoom), Chuck Griffith, Nicole Schmidt (Zoom), Cari Burnett (Zoom), Ashley Christianson (Zoom), Ashley Lorentz (Zoom)
- 3.0 Approved Agenda** Motion – Hausmann , Second - Boon , Action- Unanimous Roll Call Vote
- 4.0 Approve Minutes** Approved Minutes of 07/20/2020 Regular Board Meeting
Motion – Hausmann , Second - Boon , Action- Unanimous Consent
- 5.0 Approve Payment of April Bills for \$646,508.97**
Motion – Koehl , Second - Hausmann , Action- Unanimous Consent
- 6.0 Upcoming dates**
- 6.01 Aug. 27 Open House
- 6.02 Sept. 8 First Day of School – In-person, all students.
- 6.03 Sept. 16 Wellness and Health & Safety Committee Meeting – 8:15 a.m.
- 6.04 Sept. 21 Regular Board Meeting – 6:00 p.m.
- 7.0 Communications and Reports**
- 7.01 Reviewed and discussed COVID-19 Preparedness Plan
- 7.02 Reviewed and discussed Learning Model Scenarios
- 7.03 Reviewed Open Enrollment Applications
- 8.0 Administrative Reports**
- 8.01 Principal Pahl: Recognized Andy Aslagson and Asmus Electric for hanging the new softball scoreboard and custodians and summer help for finishing summer projects and making the school look great. Seventh grade orientation is scheduled for August 24th. Reviewed enrollment, test dates, teacher workshop schedule, and student handbook updates. Activities Director Chad Christianson reviewed the Minnesota State High School League fall training seasons and sanctioned spring sports.
- 8.02 Superintendent Carlson: Reviewed building project punch list updates and school board member election notice.
- 9.0 New Business**
- 9.01 Approved 2020-2021 Fundraisers as presented.
Motion – Hausmann , Second – Koehl , Action – Unanimous Consent
- 9.02 Adopted (by roll call vote) Base Learning Model Resolution as presented. Complete Resolution on file in the office.
Motion – Hausmann , Second – Koehl , Action – Unanimous Consent
- 9.03 Approved Agreement addressing compensation of coaches for the 2020-21 school year.
Motion – Koehl , Second – Boon , Action – Unanimous Consent
- 9.04 Reviewed COVID-19 Face Covering Policy (First Reading) – Informational
- 9.05 Approved 2020-21 Student Handbook updates as presented.
Motion – Boon , Second – Hausmann , Action – Unanimous Consent
- 9.06 Approved Jack VanEps retirement from custodial position with thanks and appreciation.
Motion – Koehl , Second – Boon , Action – Unanimous Consent
- 9.07 Approved Long-Term Substitute Kristi Fehr in grade 6 to allow for two sections.
Motion – Koehl , Second – Hausmann , Action – Unanimous Consent
- 10.0 Other Items** - None
- 11.0 Adjourn 8:02 p.m.** Motion – Hausmann , Second – Boon , Action – Unanimous Consent

Minutes

- 1.0 **Called To Order**- 6:01 p.m. by Chair Nelson
- 2.0 **Roll Call:** Present - John Boon, Brett Duncan, Troy Hausmann, Kevin Koehl (arrived at 6:08 p.m.), Barry Nelson, Tim Schaefer, Tim Pahl, Paul Carlson
Absent - None
Guests - Katie Erdman, Chad Christianson, Amy Brown, Kim Voorhees, Teresa Hamp, Jeanine Rupp, Matt Nesvig
- 3.0 **Approved Agenda** Motion – Schaefer, Second – Duncan, Action – Unanimous Consent
- 4.0 **Approved Minutes** Approve Minutes of 8/17/2020 Regular Board Meeting
Motion – Hausmann, Second – Boon, Action – Unanimous Consent
- 4.0 **Approved Payment of Bills for \$394,434.78**
Motion – Schaefer, Second – Hausmann, Action – Unanimous Consent
- 6.0 **Upcoming dates**
- 6.01 Sept. 14 Football and Volleyball Practice Begins
- 6.02 Oct. 15-16 Education MN Conference
- 6.03 Oct. 19 Regular Board Meeting 6 pm
- 7.0 **Communications and Reports**
- 7.01 Update on Building Project – Reviewed final punch list.
- 7.02 Board member Hausmann and Superintendent Carlson provided an update on the school Wellness, Health and Safety Committee meeting.
- 7.03 MSHSL Finance Task Force Summary – Reviewed membership information and update on MSHSL finances as impacted by COVID-19.
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl recognized Asmus Electric for installing the new football scoreboard and Trico Ag Service for their donation of bottles of water with the owl logo. Highlighted the number of participates in fall activities. Mr. Pahl also reviewed student enrollment to date and NWEA testing schedule. Activities Director Chad Christianson reviewed the Minnesota State High School League fall training seasons and specifics to approve football and volleyball to now be played in the fall.
- 8.02 Superintendent Carlson presented 1st Day student enrollment numbers as projected and actual comparisons. Enrollment projections for the next 5 years will be updated after October 1st. A 6-year levy history was presented and updated to include Payable 2021 levy information. Reviewed COVID-19 learning model, case data, and decision tree for cases and symptoms.
- 9.0 **New Business**
- 9.01 Approved 2020 Payable 2021 – At the Maximum (Preliminary)
Motion – Schaefer, Second – Hausmann, Action – Unanimous Consent
- 9.02 Set Truth in Taxation Meeting – Dec. 21, 6 pm, Continuation. Dec. 22, 6 pm
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 9.03 Personnel – Approved appointment of Kelly Patterson-Swartz – Paraprofessional
Approved appointment of Ashley Wehking – Part-time Cook
Motion – Boon, Second – Koehl, Action – Unanimous Consent
- 9.04 Personnel – Approved resignation of Christy Hubbard with thanks and appreciation.
Motion – Koehl, Second – Duncan, Action – Unanimous Consent
- 9.05 Approved the acceptance of Hancock Lions Club donation of \$500 for Family STEM Night; Community Development Bank Donation of \$1,000 to BPA
Motion – Duncan Second – Boon, Action – Unanimous Consent
- 9.06 Approved the acceptance of the Hancock Booster Club donation for new football uniforms. Volleyball uniforms will be considered for approval when they are in stock.
Motion – Schaefer, Second – Boon, Action – Unanimous Consent
- 9.07 Personnel – Approved the appointment of Kristi Fehr – 6th Grade Teacher
Motion – Koehl, Second – Hausmann, Action – Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourn** 7:40 p.m. Motion – Boon, Second – Duncan, Action – Unanimous Consent

HANCOCK BOARD OF EDUCATION MEETING – October 19, 2020 - 6:00 PM
STEM Lab – ISD 768 - HANCOCK PUBLIC SCHOOLS

ITEM 4.0

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Chair Nelson
- 2.0 **Roll Call:** Present - John Boon (arrived at 6:03 pm), Brett Duncan, Troy Hausmann, Kevin Koehl, Barry Nelson, Tim Schaefer (Via Zoom), Tim Pahl, Paul Carlson
Absent - None
Guests - Katie Erdman, Chad Christianson, Jamie Pribbenow
- 3.0 **Approved Agenda** Motion – Hausmann _____, Second – Duncan _____, Action – Unanimous Consent _____
- 4.0 **Approved Minutes** Approve Minutes of 8/17/2020 Regular Board Meeting
Motion – Boon _____, Second – Duncan _____, Action – Unanimous Consent _____
- 5.0 **Approved Payment of Bills for \$379,526.53**
Motion – Duncan _____, Second – Hausmann _____, Action – Unanimous Consent _____
- 6.0 **Communications and Reports**
- 6.01 Reviewed building project budget. Discussed the use of the contraction fund balance for future facility improvements.
- 6.02 Reviewed a summary of the CARES Act COVID-19 relief funds and how the funds are being used.
- 7.0 **Upcoming dates**
- 7.01 November 2nd-6th Homecoming Week
- 7.02 November 4th PLC
- 7.03 November 6th End of 1st Quarter
- 7.04 Virtually – TBA Fall Play
- 7.05 November 16th & 19th Parent Teacher Conferences Virtually and In-Person
- 7.06 Virtually – TBA Fall Band Concert
- 7.07 November 9th Rescheduled Regular Board Meeting 6 pm (Canvas Election Results)
- 7.08 November 16th-20th American Education Week (Serve Lunch – Wed. November 18th)
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl – Monthly Report – Mr. Pahl recognized the Hancock Fire Department, Phil Millette and Corn drive donators. He presented an updated enrollment number with four new students coming in, all residents of the district, to bring the enrollment up to 407. He provided an overview of Homecoming activities starting November 2nd.
- 8.02 Superintendent Carlson – a. MSBA Conference January 13th – 15th; b. Scheduled Winter Retreat for Tuesday, January 19th at 4:00 p.m. in the media center; c. Updated Enrollment History to included net open enrolled students; d. LCSC is calling for annual board member election nominations.
- 9.0 **Personnel**
- 9.01 Resignation – Susan Stevenson – Long-term Substitute for Mrs. Burnett
Motion – Koehl _____, Second – Boon _____, Action – Unanimous Consent _____
- 10.0 **New Business**
- 10.01 2019-2020 Audit Presentation – Postponed to November 9th meeting.
- 10.02 Athletic Admission Fee – Approved to charge \$5.00 for student and adult tickets for the remainder of the 2020-2021 school year.
Motion – Koehl _____, Second – Hausann _____, Action – Unanimous Consent _____
- 10.03 Reviewed Current Year Revenue and Expenditure Summary as of September 30, 2020 (Informational)
- 11.0 **Other Items** - None
- 12.0 **Adjourn** 7:37 p.m. Motion – Duncan _____, Second – Koehl _____, Action – Unanimous Consent _____

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Chair Nelson
- 2.0 **Roll Call:** Present - John Boon, Brett Duncan, Troy Hausmann, Kevin Koehl, Barry Nelson, Tim Schaefer, Tim Pahl, Paul Carlson
Absent - None
Guests - Chad Christianson, Leah Schroeder, Lacey Biesterfeld, Katie Erdman
- 3.0 **Approved Agenda** Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 4.0 **Approved Minutes** Approved Minutes of 10/19/2020 Regular Board Meeting
Motion – Hausmann, Second – Boon, Action – Unanimous Consent
- 5.0 **Approved Payment of Bills for \$496,447.04**
Motion – Duncan, Second – Boon, Action – Unanimous Consent
- 6.0 **Communications and Reports**
- 6.01 Luke Evenson, Senior Manager from Eide Bailly presented the 2019-2020 Audit Executive Summary
- 7.0 **Upcoming dates**
- 7.01 November 16th & 19th Parent Teacher Conferences Virtually and In-Person
- 7.02 November 16th-20th American Education Week (Serve Lunch – Wed. November 18th)
- 7.03 November 25th-27th Thanksgiving Break
- 7.04 December 2nd Wellness, Health & Safety Committee Meeting – 8:00 a.m.
- 7.05 December 21st Regular Board Meeting Truth in Taxation – 6:00 p.m.
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl – Recognized staff and students involved with organizing an enjoyable Homecoming week, with King Preston Rohloff and Queen Jenna Kannegiesser presiding. K-12 enrollment is at 407 students. Reviewed Fall sports postseason schedules and Winter sports start date. Provided a copy of the “Hancock School Waiver for Parent Transportation to Activities/Sports” form.
- 8.02 Superintendent Carlson – The MSBA Annual Conference is scheduled for January 13th – 15th; Winter Retreat is scheduled for Tuesday, January 19th – 4:00 p.m. in the Media Center; Provided an update of the election results impacting school referendums. Region 1 board member nominations are open.
- 9.0 **Personnel**
- 9.01 Approved a new position – Elementary Administrative Assistant
Motion – Hausmann, Second – Duncan, Action – Motion passed 4-2
Board members voting in favor of Motion: Boon, Duncan, Hausmann, Nelson; Board members voting against the motion: Koehl, Schaefer
- 9.02 Approved the appointment of Aria Walstad – Elementary Administrative Assistant
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 9.03 Approved 2021-2022 Administrative Services Contract for Superintendent Carlson
Motion – Koehl, Second – Schaefer, Action – Unanimous Consent
- 9.04 Approved the appointment of Nate Holleman – JV Boys Basketball Coach
Motion – Hausmann, Second – Boon, Action – Unanimous Consent
- 10.0 **New Business**
- 10.01 Adopted the Resolution to accept the fiscal 2020 audit as presented.
Motion – Duncan, Second – Schaefer, Action – Unanimous Consent
- 10.02 Postponed the Adoption of Resolution Canvassing Return of Votes of School Board Election – Set Special Meeting for Friday, November 13, 2020 at 7:00 a.m. in the board room to canvass results.
- 10.03 Adopted the Resolution Authorizing Issuance of Certificates of Election.
Motion – Hausmann, Second – Boon, Action – Unanimous Roll Call
- 10.04 Approved 2020-2021 Budget Publication Report as presented.
Motion – Koehl, Second – Boon, Action – Unanimous Consent
- 11.0 **Other Items** - None
- 12.0 **Adjourn** 8:45 p.m. Motion – Duncan, Second – Schaefer, Action – Unanimous Consent

HANCOCK BOARD OF EDUCATION MEETING – December 21, 2020 – 6:00 PM Item 5.0
STEM Lab (Room 133) – ISD 768 - HANCOCK PUBLIC SCHOOLS

Minutes

- 1.0 Called To Order- 6:00 p.m. by Chair Nelson**
- 2.0 Roll Call: Present - John Boon, Brett Duncan, Troy Hausmann, Kevin Koehl, Barry Nelson, Tim Schaefer, Tim Pahl, Paul Carlson**
Absent - None
Guests - Chad Christianson, Ashley Lorentz, Kari Erickson,
- 3.0 Approved Agenda Motion – Schaefer _____, Second – Duncan _____, Action – Unanimous Consent**
- 4.0 Approved Minutes Minutes of 11/9/2020 Regular Board Meeting and 11/13/2020 Special Board Meeting**
Motion – Hausmann _____, Second – Duncan _____, Action – Unanimous Consent
- 5.0 Approved Payment of Bills for \$327,584.58**
Motion – Koehl _____, Second – Hausmann _____, Action – Unanimous Consent
- 6.0 Upcoming dates**
- | | | | |
|------|--------------------|--------------------------------------------------|-------------------------------------|
| 6.01 | December 21 | Regular Board Meeting | 6:00 p.m. Truth-In-Taxation Hearing |
| 6.02 | December 23 | Christmas Break | |
| 6.03 | January 4 | School Resumes | |
| 6.04 | January 14, 21, 28 | Virtual MSBA Annual Winter Leadership Conference | |
| 6.05 | January 19 | School Board Retreat | 4:00 p.m. in the Library |
| 6.06 | January 22 | End of 2 nd Quarter | |
| 6.07 | January 25 | Regular Board Meeting | 6:00 p.m. |
- 7.0 Communications and Reports**
- 7.01 Truth-In-Taxation Hearing – Mr. Carlson presented factors impacting the school levy and school taxes. Reviewed 2020 pay 2021 levy information and compared this to Pay 2020 levy.
- 7.02 Conducted COVID-19 parent feedback survey. In the process of analyzing survey results.
- 8.0 Administrative Reports**
- 8.01 Principal Pahl – Monthly Report – Recognized BPA and FFA for their community service projects. Also, recognized students for their accomplishments. Presented WBWR Report.
Approved World's Best Work Force Report
Motion – Duncan _____, Second – Boon _____, Action – Unanimous Consent
- 8.02 Superintendent Carlson – a. Provided brochure for Virtual MSBA Conference Jan. 14th, 21st, 28th; b. Provided a copy of the 2021 MSBA Legislative Platform; c. Reviewed Bond Portfolio Management Report; d. Region 1 Joint Powers Board Elections; e. Highlighted U of M CIS credit savings to families.
- 9.0 New Business**
- 9.01 Certified the 2020 Pay 2021 Final Levy in the amount of \$1,220,216.27
Motion – Koehl _____, Second – Schaefer _____, Action – Unanimous Consent
- 9.02 Approved the 2020-2021 preliminary seniority list with corrects identified.
Motion – Duncan _____, Second – Boon _____, Action – Unanimous Consent
- 9.03 Accepted Donations – West Central Initiative Hancock School Fund - \$2,280.50; Area farmers who donated \$11,000 to the FFA corn drive.
Motion – Schaefer _____, Second – Duncan _____, Action – Unanimous Consent
- 9.04 Approved the 2020-2021 school calendar updates as presented. Updated calendar will be on the website. **Motion – Koehl _____, Second – Boon _____, Action – Unanimous Consent**
- 9.05 Approve the Appointment of Aubrie Hill (Special Education Paraprofessional to replace a paraprofessional on leave)
Motion – Duncan _____, Second – Hausmann _____, Action – Unanimous Consent
- 10.0 Other Items - Presented Board Chair Barry Nelson with a plaque and bell to recognize his 12 years of service on the Hancock Board of Education. Also, recognized Chair Nelson for this dedication to students and staff.**
- 11.0 Adjourned 7:38 pm Motion – Nelson _____, Second – Schaefer _____, Action – Unanimous Consent**

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Acting Chair Kevin Koehl
- 2.0 **Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, Tim Pahl, Paul Carlson
Absent - None
Guests - Katie Erdman, Morgan Burquest, Ryan Snyder, Chad Christianson
- 3.0 **Elected the following Officers** 4.01 Chair- Schaefer, 4.02 Clerk- Koehl, 4.03 Treasurer- Hausmann
- 4.0 **Approved Agenda** Motion – Duncan, Second - Cronen, Action- Unanimous Consent
- 5.0 **Approved Minutes** Approved Minutes of 12/21/2020 Regular Board Meeting
Motion – Hausmann, Second - Boon, Action- Unanimous Consent
- 6.0 **Approved Payment of January Bills - \$265,731.96**
Motion – Duncan, Second – Koehl, Action – Unanimous Consent
- 7.0 **Committee Appointments** – Chair Schaefer reviewed Committee appointments for 2021.
- | | | | |
|--------------------------------|-------------------------|-------------------------|----------------------------|
| 1. MSBA Legislative Liaison | Cronen | 2. MW Sp Ed Coop Board | Hausmann, Boon (Alternate) |
| 3. MSHSL | Hausmann | 4. Community Ed. | Hausmann |
| 5. Health & Safety Committee | Hausmann | 6. Tech Committee | Boon, Duncan |
| 7. Classified Negotiations | Boon, Koehl | 8. Teacher Negotiations | Duncan, Koehl, Schaefer |
| 9. Administrative Negotiations | Duncan, Hausmann | 10. Data Analysis | Koehl, Schaefer |
| 11. Finance Committee | Cronen, Koehl, Schaefer | 12. Truancy Committee | Duncan, Hausmann |
| 13. Strategic Planning | Duncan, Koehl, Hausmann | 14. Building Committee | Boon, Duncan, Hausmann |
- 8.0 **Upcoming dates**
- 8.01 January 29th through Sunday – Fall Play – YouTube Channel 3:30 pm
- 8.02 February 3 Health & Safety Meeting 8:00 am
- 8.03 February 22 Regular School Board Meeting. 6 pm
- 9.0 **Communications and Reports**
- 9.01 Board Retreat Report - The Board retreat discussions were reviewed including strategic plan updates, building project lessons learned, 11-month walkthrough is scheduled for February 1st, budget timelines for revisions, and other items that will be presented and finalized at this meeting.
- 9.02 MSBA Workshops – The annual leadership conference is being held virtually, the last session is scheduled for January 28th. Training is being offered for new officers and negotiations.
- 9.03 COVID Family Survey Results – Reviewed the reason for the survey and the analytics from parent responses.
- 10.0 **Administrative Reports**
- 10.01 Principal Pahl's monthly report was presented. Recognized paraprofessionals for their help with students and staff. Recognized staff members and students. Provided and enrollment update including enrollment in CIS/dual enrollment. Presented an update from the Agriculture Department.
- 10.02 Superintendent Carlson provided an overview of the current year budget revenue and expenditures by source, object series and program series comparing percent of budget expended with past two years. The Finance Committee will be meeting on Wednesday, February 10th, at 4:00 pm.
- 11.0 **New Business**
- 11.01 Approved Final Seniority List
Motion – Koehl, Second – Boon, Action – Unanimous Consent
- 11.02 Adopted Resolution – Directing Administration to Recommend Budget Reductions
Motion – Hausmann, Second – Duncan, Action – Passed by Roll Call Vote 6-0
- 11.03 Approved the 2021-2022 School Calendar
Motion – Boon, Second – Cronen, Action – Unanimous Consent
- 11.04 Staff Hires – Approved the Appointment of Payton Rohloff – 9th Grade Boys Basketball Coach
Motion – Duncan, Second – Hausmann, Action – Unanimous Consent
- 11.05 Approved Resignation – Lynn Nelson, Assistant Track Coach
Motion – Koehl, Second – Hausmann, Action – Unanimous Consent
- 12.0 **Other Items** - None
- 13.0 **Adjourned** – 7:13 p.m. Motion – Hausmann, Second – Duncan, Action – Unanimous Consent

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Chair Schaefer
- 2.0 **Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, Paul Carlson
Absent - None
Guests - Katie Erdman, Wes Anderson
- 3.0 **Approved Agenda** Motion – Cronen, Second – Koehl, Action – Unanimous Consent
- 4.0 **Approved Minutes** Minutes of 1/25/2021 Regular Board Meeting
Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 5.0 **Approved Payment of Bills for \$896,508.61**
Motion – Hausmann, Second – Boon, Action – Unanimous Consent
- 6.0 **Upcoming dates**
- | | | |
|------|----------|--------------------------------------------|
| 6.01 | March 15 | School Board Meeting – 6:00 PM |
| 6.02 | March 19 | Kindergarten Round Up – 8:00 AM – 11:30 AM |
| 6.03 | March 29 | First Day of Baseball, Track & Softball |
- 7.0 **Communications and Reports**
- 7.01 Wellness, Health and Safety Committee Report – Review of minutes.
- 7.02 Finance Committee Report – Review of minutes.
- 7.03 11 Month Walkthrough Completion Schedule – Reviewed schedule to fix warranty list.
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl – Monthly Report – Highlighted written report.
- 8.02 Superintendent Carlson – Provided COVID-19 update related to, vaccine, saliva testing, ESSER II funding.
- 9.0 **New Business**
- 9.01 Adopted the Resolution Authorizing Signatures with Community Development Bank
Motion – Hausmann, Second – Duncan, Action – Unanimous Roll Call Vote
Board member Cronen abstained. Complete Resolution on file in the district office.
- 9.02 Accepted Science Teacher Resignation – Kaitlyn Scott
Motion – Cronen, Second – Boon, Action – Unanimous Consent
- 9.03 Approved Grant Award from the Agriculture Education Summer Grant Program - \$6,275
Motion – Duncan, Second – Boon, Action – Unanimous Consent
- 9.04 MSHSL Proposed Constitutional Amendment – Reviewed Constitutional Amendment allowing the principals association and superintendent association to appoint two members to the MSHSL Board of Directors. MSHSL representatives for Hancock will be voting in favor of this Amendment.
- 9.05 HEA Notice of Desire to Negotiate – Provided a copy of the notice.
- 9.06 General Obligation Debt History – Highlighted the debt history and call dates for interest savings.
- 9.07 Accepted Sabrina Teague's Resignation from her bus driving and cook positions effective 3/7/2021.
Motion – Koehl, Second – Duncan, Action – Unanimous Consent
- 10.0 **Other Items** - Duncan and Koehl provided highlights of the MSBA Negotiations Training session. Schaefer will be participating in the new Officer Training. Discussed the Legislative process for the new Social Studies Standards. The board member website profiles will be updated. Passed out board member certificates in recognition of School Board Member Appreciation Week.
- 11.0 **Adjourn** 6:57 p.m. Motion – Koehl, Second – Hausmann, Action – Unanimous Consent

**HANCOCK BOARD OF EDUCATION MEETING – March 15, 2021 – 6:00 PM ITEM 4.0
BOARD ROOM – ISD 768 - HANCOCK PUBLIC SCHOOLS**

Minutes

- 1.0 Called To Order-** 6:00 p.m. by Chair Schaefer
- 2.0 Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, Paul Carlson, Tim Pahl
- Absent - None
- Guests - Katie Erdman, Chad Christianson, Hillary Kampmeier, Lynn Nelson
- 3.0 Approved Agenda** Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 4.0 Approved Minutes** Minutes of 2/22/2021 Regular Board Meeting
Motion – Boon, Second – Hausmann, Action – Unanimous Consent
- 5.0 Approved Payment of Bills for \$222,423.71**
Motion – Duncan, Second – Hausmann, Action – Unanimous Consent
- 6.0 Upcoming dates**
- 6.01 April 17 Prom
- 6.02 April 19 School Board Meeting – 6:00 PM
- 7.0 Communications and Reports**
- 7.01 Legislative Update: Representative Backer and Senator Westrom will be rescheduled for a later date.
- 7.02 Current Year Budget Update – Period Ending – February 28, 2021 – Reviewed as a part of item 9.01
- 7.03 Finance Committee Report – Highlighted as a part of item 9.01. Region 1 and district budget software are now synchronized and matching.
- 8.0 Administrative Reports**
- 8.01 Principal Pahl – Reviewed monthly report recognizing staff and students, enrollment by grade, Minnesota Reading Corps positions available for next year, activities update, FFA update, tenure recommendations, and upcoming events.
- 8.02 Superintendent Carlson – Provided a legislative review; and highlighted the progress on the 11 month walk-through items for the building project.
- 9.0 New Business**
- 9.01 Approved 2020-2021 Revised Budget as presented.
Motion – Koehl, Second – Boon, Action – Unanimous Consent
- 9.02 Approved Probationary Teachers Teresa Hamp and Andrew Steiner for Tenure
Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 9.03 Adopted the Resolution for Non-Renewal of Kristi Fehr a Probationary Teacher. Complete Resolution on file in the district office.
Motion – Duncan, Second – Hausmann, Action – Unanimous Roll Call Vote
- 9.04 Approved Leave of Absence Per Master Agreement – Courtney Lesmeister
Motion – Hausmann, Second – Boon, Action – Unanimous Consent
- 9.05 Approve Letter of Resignation – Special Education Teacher Cari Larson; Social Studies Teacher Morgan Burquest; Choir Instructor Teresa Hamp; and Band Instructor Jeanine Rupp.
Motion – Koehl, Second – Duncan, Action – Unanimous Consent
- 9.06 Approved Spring Coaching Assignment for Morgan Burquest – Jr. High Track
Motion – Duncan, Second – Koehl, Action – Unanimous Consent
- 9.07 Approved 2021-2022 – Additional staffing, for an ADSIS teacher, allowing for an internal posting and posting for an elementary teacher, and requiring a data matrix presentation to the school board to determine the success of the ADSIS program each year.
Motion – Duncan, Second – Koehl, Action – Unanimous Consent
- Approved 2021-2022 additional math teacher.
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 10.0 Other Items** – Superintendent Carlson displayed a plaque to recognized the bus driver services of Fremont Healy. The plaque will be presented to Mr. Healy at a later date. Mr. Healy is 100 years old.
- 11.0 Adjourn** Motion – Hausmann, Second – Duncan, Action – Unanimous Consent

HANCOCK BOARD OF EDUCATION MEETING – April 19, 2021 – 6:00 PM
Board Room – ISD 768 - HANCOCK PUBLIC SCHOOLS

Item 4.0

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Chair Schaefer
- 2.0 **Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer, Paul Carlson, Tim Pahl
Absent - None
Guests - Katie Erdman, Chad Christianson, Ashely Christianson, Lacey Biesterfeld
- 3.0 **Approved Agenda** Motion– Duncan, Second– Boon, Action– Unanimous Consent
- 4.0 **Approved Minutes** Approve Minutes of 03/15/2021 Regular Board Meeting
Motion– Boon, Second– Hausmann, Action– Unanimous Consent
- 5.0 **Approved Payment of Bills for \$221,412.3**
Motion– Duncan, Second– Cronen, Action– Unanimous Consent
- 6.0 **Upcoming dates**
- 6.01 April 30th FFA Banquet – 7:00 p.m.
- 6.02 May 3rd & 4th Band Concert Senior High & Jr. High
- 6.03 May 10th & 11th Choir Concert Jr. High & Senior High
- 6.04 May 17th School Board Meeting – 6:00 PM – Board Room
- 6.05 May 21st Graduation – 7:00 PM
- 7.0 **Communications and Reports**
- 7.01 Current Year Budget Update – Period Ending – March 31, 2021
- 7.02 Legislative Update – Response to Omnibus HF 1065 and SF 960
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl: Provided monthly report recognizing organizations, students and staff for numerous accomplishments and awards. Reviewed hiring updates, participation numbers in spring activities and highlighted upcoming events.
- 8.02 Superintendent Carlson: a. Workers Compensation Modification Factor Decrease from 1.75 to 1.69; b. Highlighted Referendum Revenue; c. Presented ESSER III funds available; d. Shared a “thank you” card from the Hancock Boys Basketball Team.
- 9.0 **New Business**
- 9.01 Approved List of 2021 Graduates
Motion – Hausmann, Second – Cronen, Action – Unanimous Consent
- 9.02 Open Enrollment Discussion for the 2021-2022 School Year. Closed open enrollment for grades 8-12 for the 2021-2022 school year.
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 9.03 Approved Instrumental Band Instructor Appointment – David Peterson
Motion – Boon, Second – Cronen, Action – Unanimous Consent
- 9.04 Approved Choir Instructor Appointment – Paul Hartmann
Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 9.05 Approved Assistant Track Coach Appointment – Aria Walstad and Jr. High Softball Coach Appointment Penny Schmidgall
Motion – Cronen, Second – Hausmann, Action – Unanimous Consent
- 9.06 Approve the Retirement of Michael Olson at the end of the 20-21 School Year
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 9.07 Approve the Resignation of Hilary Kampmeier – Jr. High Volleyball
Motion – Cronen, Second – Hausmann, Action – Unanimous Consent
- 9.08 Accepted the Gator Donation from West Central Environmental Consultants and Sponsorship of baseball dugout observation deck in the amount of \$8,000 from Community Development Bank
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourn** 7:08 pm. Motion – Boon, Second – Koehl, Action – Unanimous Consent

Minutes

- 1.0 **Called To Order-** 6:04 p.m. by Chair Schaefer
- 2.0 **Roll Call:** Present - John Boon, Brett Duncan, Troy Hausmann, Kevin Koehl (arrived at 6:13 pm), Tim Schaefer, Paul Carlson, Tim Pahl
Absent - Justin Cronen
Guests - Katie Erdman, Nicole Schmidt, Kayla Erdahl, Brandon Bursack
- 3.0 **Approved Agenda** Motion– Duncan _____, Second– Boon _____, Action– Unanimous Consent
- 4.0 **Approved Minutes** Approve Minutes of 04/19/2021 Regular Board Meeting
Motion– Hausmann _____, Second– Duncan _____, Action– Unanimous Consent
- 5.0 **Approved Payment of Bills for \$224,547.63**
Motion– Duncan _____, Second– Hausmann _____, Action– Unanimous Consent
- 6.0 **Upcoming dates**
- | | | |
|------|-----------------------|---------------------------------------------|
| 6.01 | May 21 st | Graduation – 7:00 p.m. Main Gym |
| 6.02 | May 27 th | Last Day of School |
| 6.03 | May 31 st | Memorial Day |
| 6.04 | June 21 st | School Board Meeting – 6:00 PM – Board Room |
- 7.0 **Communications and Reports**
- 7.01 Current Year Budget Update – Period Ending – April 30, 2021 – Highlighted budget performance reviewing year-to-date revenues and expenditures.
- 7.02 Wellness/Health and Safety Committee Meeting – Board Member Troy Hausmann provided highlights of the meeting.
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl: Monthly Report – Recognized staff members and area businesses for their hard work and support. Recognized students and seniors for their accomplishments and academic awards. Mr. Pahl introduced new teachers and provided end of year enrollment update by grade level compared to last year.
- 8.02 Superintendent Carlson: a. Reviewed Property & Liability Package Policy Renewal Premium; b. Reviewed Workers Comp Renewal Premium including Cyber Liability coverage.
- 9.0 **New Business**
- 9.01 Approved the Appointment of Josh Cozatt – Social Studies/Physical Education
Motion – Hausmann _____, Second – Duncan _____, Action – Unanimous Consent
- 9.02 Approved the Appointment of Kayla Erdahl – Special Education Teacher
Motion – Boon _____, Second – Koehl _____, Action – Unanimous Consent
- 9.03 Approved the Appointment of Brandon Bursack – Elementary Teacher
Motion – Koehl _____, Second – Duncan _____, Action – Unanimous Consent
- 9.04 Approved the Appointment of Barbara Gorghuber – Mathematics Teacher
Motion – Boon _____, Second – Hausmann _____, Action – Unanimous Consent
- 9.05 Approved the Resignation of Ginger Nohl – Part-time Food Service at the end of the 20-21 School Year with thanks and appreciation for her 5 years of service.
Motion – Koehl _____, Second – Duncan _____, Action – Unanimous Consent
- 9.06 Approved Athletic Trainer Agreement for 5 Years with Heartland Orthopedic Specialists
Motion – Koehl _____, Second – Boon _____, Action – Unanimous Consent
- 9.07 Approved the West Central Initiative Grant Awards for \$5,851.88 from the Hancock School Fund
Motion – Hausmann _____, Second – Duncan _____, Action – Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourn** 6:40 pm Motion – Hausmann _____, Second – Duncan _____, Action – Unanimous Consent

HANCOCK BOARD OF EDUCATION MEETING – June 21, 2021 – 6:00 PM
Board Room – ISD 768 - HANCOCK PUBLIC SCHOOLS

Item 4.0

Minutes

- 1.0 **Called To Order-** 6:00 p.m. by Chair Schaefer
- 2.0 **Roll Call:** Present - John Boon, Justin Cronen, Brett Duncan, Troy Hausmann, Kevin Koehl, Tim Schaefer,
Paul Carlson, Tim Pahl
Absent - None
Guests - Abbie Bienger, David Peterson, Jacob Wymer, Chad Christianson, and Kelly Smith
- 3.0 **Approved Agenda** Motion– Duncan, Second– Cronen, Action– Unanimous Consent
- 4.0 **Approved Minutes** Approve Minutes of 05/17/2021 Regular Board Meeting
Motion– Boon, Second– Hausmann, Action– Unanimous Consent
- 5.0 **Approved Payment of Bills for \$289,220.01**
Motion– Hausmann, Second– Cronen, Action– Unanimous Consent
- 6.0 **Upcoming dates**
- 6.01 July 3rd 4th of July Parade – 1:00 p.m.
- 6.02 July 5th-9th District Office closed for cleaning
- 6.03 July 19th School Board Meeting – 6:00 PM – Board Room
- 7.0 **Communications and Reports**
- 7.01 Reviewed current year budget update highlights – Period Ending – May 31st, 2021.
- 7.02 Presented and reviewed 2021-2022 budget assumptions.
- 7.03 Reviewed seven open enrollment applications.
- 8.0 **Administrative Reports**
- 8.01 Principal Pahl: Presented his monthly report. Recognized Hancock Concrete, Trico Ag Service, Lions Club and Fire Department for their donations. Congratulated custodial staff for a deficiency free inspection of school buses and vans. Recognized spring sports teams' successful seasons.
- 8.02 Superintendent Carlson: Presented ADSIS funding approval notification and scheduled the summer school board retreat for Wednesday, June 30th, 4:00 p.m. in the board room.
- 9.0 **New Business**
- 9.01 Approved 2021-2022 Preliminary Budget
Motion – Koehl, Second – Cronen, Action – Unanimous Consent
- 9.02 Approved FY 2022 Lakes Country Service Cooperative Membership
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 9.03 Approved FY 2022 MSBA Membership
Motion – Cronen, Second – Hausmann, Action – Unanimous Consent
- 9.04 Approved the Appointment of Lynn Nelson - ADSIS Teacher
Motion – Hausmann, Second – Duncan, Action – Unanimous Consent
- 9.05 Approved the resignations of Leah Schroeder from the Community Education Position, Chad Christianson Head Baseball, Nate Holleman JV Basketball, Peyton Rohloff C-Team Basketball
Motion – Koehl, Second – Boon, Action – Unanimous Consent
- 9.06 Approved the Appointment of Jacob Wymer – High School Science
Motion – Cronen, Second – Duncan, Action – Unanimous Consent
- 9.07 Motion to approve Contingency Fee Agreement with Quinlivan & Huges/Frantz Law Group, APLC for Representation in National School District Lawsuit Against JUUL Labs, Inc. and Altria
Motion – Hausmann, Second – Cronen, Action – Failed (4-2)
- 9.08 Approved \$4,000 donation from Hancock Concrete for Softball Dugouts Sponsorship
Motion – Duncan, Second – Boon, Action – Unanimous Consent
- 9.09 Approved Membership in the Little Eight Conference effective in the fall of 2022
Motion – Hausmann, Second – Cronen, Action – Unanimous Consent
- 10.0 **Other Items** - None
- 11.0 **Adjourn** 7:13 p.m. Motion – Boon, Second – Cronen, Action – Unanimous Consent