Clerk's Minutes

The Esko Board of Education, Independent School District No. 99, Esko, Minnesota, held their organizational board meeting on Monday, January 13, 2025, at 6:30 p.m. in the Board Conference Room.

Members present: Jerry Frederick, Todd Rengo, Steve McConnell, Rob Johnson, Leona Johnson, Margaret Sunnarborg, and Superintendent Aaron Fischer.

Call the Meeting to Order
Chairperson Jerry Frederick called the meeting to order at 6:30 p.m.

Approval of Agenda
Moved by Todd Rengo, second by Rob Johnson to approve the agenda. Motion carried by unanimous vote.

Election of Officers
Acting Chairperson Jerry Frederick called for nominations for Board officers.

- Call for nominations for Board Chair.
  Todd Rengo and Margaret Sunnarborg nominated Jerry Frederick for the position of Board Chair. There were no other nominations and Jerry Frederick was elected Chairperson by acclamation.
- Call for nominations for Vice Chair.
  Rob Johnson nominated Todd Rengo for the position of Vice Chairperson. There were no other nominations and Todd Rengo was elected Vice Chair by acclamation.
- Call for nominations for Treasurer.
  Jerry Frederick nominated Margaret Sunnarborg for the position of Treasurer. There were no other nominations and Margaret Sunnarborg was elected Treasurer by acclamation.
- Call for nominations for Clerk.
  Leona Johnson nominated Steve McConnell for the position of Clerk. There were no other nominations and Steve McConnell was elected Clerk by acclamation.

Approve the Update of the Signature Plate for Checks
No changes to the signature plate, the officers stayed the same.

Approve Designation of Authorized Personnel and Statement Recipient
Moved by Leona Johnson, second by Margaret Sunnarborg to approve Aaron Fischer, Superintendent, Teresa Hart, Business Manager, and Julie Pelletier, Administrative Assistant as Authorized Personnel and Teresa Hart as the Statement Recipient. Motion carried by unanimous vote.

Act on Setting Salary of School Board Members
Moved by Leona Johnson, second by Rob Johnson to keep the current per meeting rate at $60 for each meeting with a six month cap of $1,680.

BE IT RESOLVED that all members of the Board of Education, Independent School District, No. 99, are compensated at a rate of $60 for each meeting and/or workshop attended with a cap of $1,680 per six month period. Members shall be paid semi-annually in June and December 2025. Motion carried by the following vote: Aye votes by Todd Rengo, Steve McConnell, Leona Johnson, Jerry Frederick, Rob Johnson and Margaret Sunnarborg and no nay votes.

Set 2025 School Board Meeting Dates
Moved by Leona Johnson, second by Steve McConnell to set 2025 School Board Meeting dates as follows: 2nd Monday of each month starting at 6:30 p.m. Motion carried by unanimous vote.

Approve the Newspaper for Legal Publication for 2025
Moved by Todd Rengo, second by Rob Johnson to approve the Pine Knot newspaper for legal publication for 2025. Motion carried by unanimous vote.

Approve Depositories for School District Funds for 2025
Moved by Todd Rengo, second by Leona Johnson to approve depositories for district funds for 2025 as follows: US Bank, Northwoods Credit Union, PMA/MN Trust/Associated Bank, National Bank of Commerce, Members Cooperative Credit Union. Motion carried by the following vote: Aye votes by Todd Rengo, Leona Johnson, Margaret Sunnarborg, Jerry Frederick, and Rob Johnson with Steve McConnell abstaining from the vote and no nay votes.

Approve Squires, Waldspurger, and Mace, P.A. and Rudy Associates as the Attorneys of Record for 2025
Moved by Leona Johnson, second by Todd Rengo to approve Squires, Waldspurger and Mace, P.A. and Rudy Associates as the attorneys of record for 2025. Motion carried by unanimous vote.

Approve Board Committee Assignments for 2025
No changes, committee assignments will stay the same as 2024.

- Finance — Committee of the whole
- Certified Negotiators — T Rengo, L Johnson, S McConnell
- Non-certified Negotiators — J Frederick, M Sunnarborg, R Johnson
- Community Education — L Johnson, R Johnson, M Sunnarborg/Alternate
- Special Education — T Rengo, A Fischer/Alternate
- MSHSL Governing Board — T Rengo, S McConnell/Alternate
- Town Board Liaison — J Frederick, M Sunnarborg/Alternate
- Township Recreation Board — S McConnell, J Frederick/Alternate
- Staff Development — L Johnson, R Johnson/Alternate
- Safety — J Frederick, T Rengo
- Technology — J Frederick, S McConnell
- Facilities — T Rengo, J Frederick, S McConnell
- Policy — M Sunnarborg, R Johnson, S McConnell/Alternate
- Wellness — L Johnson, M Sunnarborg
- Curriculum Advisory — L Johnson, R Johnson
- Health Insurance Committee — T Rengo, L Johnson
- Meet & Confer — J Frederick,(Chair), T Rengo,(Vice Chair)

Motion carried by unanimous vote.

Approve Authorization to Perform EFT
Moved by Leona Johson, second by Rob Johnson to authorize the Business Manager and the District Administrative Assistant to perform Electronic Fund Transfers (EFT). Motion carried by unanimous vote.

Approval of Consent Agenda Items
Moved by Leona Johnson, second by Todd Rengo to approve the Consent Agenda items.

- Approve the minutes of the December 9, 2024, regular School Board meeting.
- Checks.

Date	Check #s	Total
11/26/2024	111666 – 111731	$104,125.95
12/6/2024	111732 – 111772	$38,768.92
12/10/2024	Void 111700	($175.00)
12/13/2024	111773 – 111820	$448,794.88
12/19/2024	111821 – 111852	$42,942.53
12/26/2024	Void 111786	($702.10)
1/5/2025	111853 – 111914	$594,382.11
*1/9/2025	111915 – 111949	$51,793.28

*Pending Treasurer's Approval

- Donations.
  - Harbor Pointe Credit Union in the amount of $500.00 for Robotics.
  - Northwest Outlet in the amount of $50.00 for Robotics.
  - Frandsen Bank & Trust in the amount of $100.00 for Robotics.
  - National Bank of Commerce in the amount of $100.00 for Robotics.

- Northwoods Credit Union in the amount of $250.00 for Robotics.
  - IBEW Local 242 in the amount of $500.00 for Robotics.
  - Irving Community Association in the amount of $5,000.00 for Robotics.
  - Cloquet Chapter 256 Women of the Moose in the amount of $100.00 for Robotics.
  - Sappi in the amount of $300.00 for Robotics.
  - Decaigny Excavating in the amount of $50.00 for Robotics.
  - Wood City Riders Snowmobile Club in the amount of $250.00 for Robotics.
  - Evan and Daniel Rust in the amount of $400.00 for Robotics.
  - Minnesota Power Foundation in the amount of $1,000.00 for Robotics.
  - Duluth Superior Area Community Foundation Grant – World on Water Program in the amount of $25,374.00 for Branda Thwaits.
- Fundraising Requests.
  - All Night Grad Party – selling chances for hacky toss to win a gaming monitor at the January 21st boys' basketball game.
  - Robotics – silent auction and dinner in cafeteria on April 9, 2025.
- Personnel.
  - Winter coaching addition – Joyce Bergstedt, One Act Play coach, clear background check on file.
  - Kristy Streveler and Joyce Bergstedt added as Imagine It! Day co-chairs.
  - Andy Nielsen added as 6th grade Math Masters instructor.
  - Stephanie Johnson added as 4th and 5th grade Math Master's instructor.
  - Accept a letter of resignation from Justin Scheider , Robotics coach, effective immediately.
  - Approve Robotics coaching stipends.
- Treasurer's Report.
  - December 2024.

Month Ending December 2024

Date of Report: 1/2/2025

FUND	BALANCE 11/30/2024	CASH RECEIPTS	CASH DISBURSEMENTS	PAYROLL	SUNDRY JOURNAL	BALANCE 12/31/2024
01 General	4,042,447.39	1,243,643.09	(548,028.15)	(513,470.14)	1,705.08	4,226,297.27
02 Food Service	712,068.98	92,354.21	(48,980.92)	(8,715.67)	149.48	746,876.08
03 Transportation	151,480.57	0.00	(21,077.16)	(25,715.88)	(171.76)	104,515.77
04 Community Service	626,816.06	69,625.27	(20,533.93)	(28,896.88)	(2,291.16)	644,719.36
05 Capital Expenditure	(116,899.53)	7,485.00	(211,385.95)	(304.91)	0.00	(321,105.39)
06 Building Construction	(288,608.95)	0.00	(12,356.00)	0.00	0.00	(300,964.95)
07 Debt Service	992,510.22	48,667.72	0.00	0.00	0.00	1,041,177.94
11 Student Activity	77,724.60	4,629.35	(4,471.41)	0.00	508.36	78,390.90
18 Custodial	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash for reg. oper.	6,197,539.34	1,466,404.64	(866,833.52)	(577,103.48)	(100.00)	6,219,906.98
45 OPEB Trust	1,037,873.46	3,272.62	(7,107.28)	0.00	0.00	1,034,038.80
TOTAL District Cash	7,235,412.80	1,469,677.26	(873,940.80)	(577,103.48)	(100.00)	7,253,945.78

BANKS	AMOUNT
National Bank of Commerce	211,890.28
Other Banks (CD's & MN Trust)	6,001,151.11
OPEB Trust	1,040,904.39
TOTAL OF BANK BAL.	7,253,945.78

This report reflects CASH balances of the district, NOT fund balances.

Electronic Transfer Report						
December						
Date	**Account Transferred From**		**Account Transferred Into**			**Amount**
12/12/24	PMA/MN Trust		National Bank of Commerce			$400,000.00
12/16/24	PMA/MN Trust		National Bank of Commerce			$400,000.00
12/20/24	PMA/MN Trust		National Bank of Commerce			$40,000.00
12/30/24	PMA/MN Trust		National Bank of Commerce			$440,000.00
Payrolls						
December						
Date	**Payroll Type**	**Check's**		**Direct Deposits**	**Electronic Payments**	**Total**
12/13/24	regular	124506-124518	$9,878.16	$250,138.92	$279,210.02	$539,227.10
12/31/24	Regular	124519-124530	$8,505.46	$252,300.30	$279,951.75	$540,757.51

Motion carried by unanimous vote.

Extended Hours for the Fitness Center

Moved by Todd Rengo, second by Rob Johnson to approve extended hours in the the Fitness Center for community members and students with memberships, as follows:
5 a.m. – 7 a.m. M-F (non-staffed)
7 a.m. – 5 p.m. M-F (staffed)
5 p.m. – 11 p.m. M-F (non-staffed)
6 a.m. – 6 p.m. Sat & Sun (non-staffed)
Motion carried by unanimous vote.

Parking Lot Project Discussion

Discussion was heard regarding the parking lot project. The board will move forward with the project as presented by CMTA. These items will be put into a bid document to be out this winter.

Approve the Tax Abatement Bond Resolution

Moved by Steve McConnell, second by Leona Johnson to approve the Resolution of the school board of Independent School District No. 99 (Esko Public Schools), Minnesota (the "District) approving the sale of the District's general obligation tax abatement bonds, series 2025A (the "bonds") to the purchaser thereof; determining the form and details of such bonds; authorizing the execution, delivery and registration of such bonds; providing for the payment of and security for such bonds; and authorizing and ratifying certain other documents and actions in connection therewith. Motion carried by unanimous vote.

Approve WIPFLI CPAs and Consultants to Serve as Independent Auditors

Moved by Leona Johson, second by Rob Johnson to approve WIPFLI CPAs and Consultants to serve as independent auditors for the year ended June 30, 2025. Motion carried by unanimous vote.

Approve the Resolution Limiting Open Enrollment

Moved by Todd Rengo, second by Steve McConnell to approve the Resolution Limiting Open Enrollment. Motion carried by unanimous vote.

Approve the Resolution Directing Administration to make Recommendations for Reductions and Positions and Reasons Therefor.

Moved by Leona Johnson, second by Rob Johnson to approve the Resolution Directing Administration to make Recommendations for Reductions and Positions and Reasons Therefor. Motion carried by unanimous vote.

Policy Updates – First Readings

- Policy 522 – Title XI Nondiscrimination Policy, Grievance Procedure and Process
- Policy 524 – Internet, Technology, and Cell Phone Acceptable Use and Safety Policy
- Policy 604 – Instructional Curriculum
- Policy 606 – Textbooks and Instructional Materials
- Policy 613 – Graduation Requirements

Approve the Hire of the Following as Paraprofessionals

Moved by Rob Johnson, second by Todd Rengo to approve the hire of the following as Paraprofessionals:

- Melissa Fowler for 3 days a week for 3.5 hours per day at $20.45 per hour, effective January 14, 2025, clear background check on file.
- Samuel Goodwin for 6.5 hours per day at $20.45 per hour, effective January 14, 2025, clear background check on file.

Motion carried by unanimous vote.

Accept a Letter of Resignation by Retirement from Charles Farrow

Moved by Steve McConnell, second by Rob Johnson to accept a letter of resignation by retirement from Charles Farrow, effective the last day of the 2024/2025 school year with permission to post the position. The board thanks him for his years of service to the district. Motion carried by unanimous vote.

Administrative Reports:

Principals' Reports:

Elementary School: Mr. Harker reported on the following:

- Great end to the first semester

High School: Mr. Hexum reported on the following:

- The new Kahvia coffee shop is looking fantastic

Superintendent's Report:

Supt. Aaron Fischer:

Mr. Fischer reported on the following:

- Enrollment Report update

Congratulations and Commendations

- Congratulations to Deb DeArmond and Corey Gray for overseeing the entrepreneurship class that is opening our new student run coffee shop, Kahvia

Adjournment

There being no further business, moved by Todd Rengo, second by Leona Johnson to adjourn at 7:20 p.m. Motion carried by unanimous vote.

Steve McConnell
Clerk