

**Call to Order**

The work session of the School Board of District #477 was called to order by Board Chair Deb Ulm on the **18th day of November 2025, at 6:00 p.m.** in the District Center Board Room.

CARC: District administration presented the annual Comprehensive Achievement and Civic Readiness presentation.

Roll Call: Members Present: Deb Ulm, Dawn Bourdeaux, Jennifer Super, Melissa Lynch, Eric Minks, Scott Bowman, and Eric Strandberg.

Others present: Superintendent Pat Devine, Director of Human Resources Jason Senne, and Director of Business Services Michelle Czech.

**CITIZEN COMMENTS:** A community member gave the board information about taxes paid by businesses in the community.

**REPORTS** **Board committee meeting(s) and school events each Board member attended.**

Scott Bowman MREA conference, Phase IV and Phase III training; Canvassing Board

Dawn Bourdeaux MREA Conference, Blaze Community Council , MSBA Phase III and IV training; FFA Convention, Agenda Planning; Student Mentoring Meeting; Canvassing Board

Eric Minks Finance Committee; Canvassing Board

Melissa Lynch Public Engagement Meeting; Finance; Veteran's Day Parade; Student Rep Mentoring Meeting; Canvassing Board

Jen Super Canvassing Board; Public Engagement Committee

Deb Ulm Finance Committee, Agenda Planning; Public Engagement; Canvassing Board

**Student Council Report:** Toddlers at the Family Center had story time events; and there was a Red Cross conference at Community

Education. Primary held its annual Funds for Fun fundraiser with a goal to raise \$35-40 per student. IS is holding a November reading challenge, and students wrote essays for Veteran's Day. The MS had its Kids in the Kitchen event, along with several music concerts. PHS had its fall musical performances, and is holding a food drive. The NHS blood drive is coming up soon. Students took place in Just Desserts, where they learn interview skills.

**Superintendent Report:**

November is a good time to reflect on what we are grateful for within the district. Fall activities wrapped up with a lot of success. Thank you to the task force for the work prior to the referendum. The Intermediate School was recognized for their PBIS efforts. Talked with Palmer Bus to keep the operations going and buses to keep running efficiently.

**APPROVE AGENDA**

Motion made by Melissa Lynch, seconded by Jen Super, ***to approve the agenda as presented.*** Motion passed unanimously.

**DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES**

Motion made by Dawn Bourdeaux, seconded by Scott Bowman, ***to approve the October 21st work session minutes and Nov 10 special board meeting minutes as presented.*** Motion passed unanimously.

**CONSENT AGENDA**

Motion made by Melissa Lynch, seconded by Eric mlnks, ***to approve the consent agenda as presented.*** Motion passed unanimously. Personnel, bills, gifts, field trips, grants, MSHSL Grant Form A Resolution, treasurer's report, and wire transfers were approved.

**INFORMATION**

The board started their information session at 6:35 p.m. The items discussed were:

- Audit
- First Reading of Policies

**ACTION**

**Discuss & Submit Potential Referendum for Review and Comment**

Motion made by Scott Bowman, seconded by Melissa Lynch, ***to authorize District administration to submit all required information to the Commissioner of Education to request Review and Comment for facilities projects and a bond referendum to be held on May 12, 2026.*** Upon roll call the following voted in favor: Jen Super, Melissa Lynch, Eric Minks, Deb Ulm, Dawn Bourdeaux, Scott Boman, and Eric Strandberg .

#### **Audit**

Motion made by Eric Minks, seconded by Eric Strandberg, ***to accept the 2025-2026 audit as presented.*** Motion passed unanimously.

#### **ADDITIONS TO AGENDA- None**

#### **FUTURE MEETINGS**

CE Advisory Council Meeting - Nov 19, 12:30PM  
Agenda Planning - Dec 11, 12:00PM  
Finance Committee - Dec 16, 4:30PM  
Truth in Taxation Hearing - Dec 16, 6:00PM  
Work Session - Dec 16, 6:00PM

#### **MOTION TO CLOSE BOARD MEETING TO DISCUSS NEGOTIATIONS STRATEGY**

Motion made by Dawn Bourdeaux, seconded by Eric Minks, ***to close the meeting pursuant to Minnesota Statutes Section 13D.05, Subdivision 3(c), for discussion of Negotiations Strategy, as presented.*** Motion passed unanimously.

#### **ADJOURN**

Motion made by Eric Minks, seconded by Scott Bowman, ***to adjourn the meeting.*** Motion passed unanimously. The meeting was adjourned at 7:44 p.m.

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Deb Ulm

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Melissa Lynch

Recorder- Emily McKinnon