

# **Minutes of Regular Board Meeting Menahga Public School District No. 821**

Monday, August 18, 2025, 6:30 PM, HS Media Center

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The August 18, 2025 regular meeting of the Menahga Public School board called to order by Chair Haverinen at 6:30 p.m. with the Pledge of Allegiance and Mission and Vision Statement.

Board members present: Andrea Haverinen, Julia Kicker, Sara Makela, Cherie Peterson and David Treinen. Others present: ES Principal Lisa Parrish, HS Principal Michelle Koch and Superintendent Jay Kjos.

Motion by Cherie Peterson to adopt the agenda as amended. Seconded by David Treinen and carried unanimously.

John Hedstrom presented a Summer Rec and Community Ed update.

Meeting closed at 6:35 p.m. for Safety and Security update. (closed Minnesota Statutes, Section 13D. 01, Subdivision 3)

Meeting opened at 7:04 p.m.

Motion by Sara Makela to approve the following consent items:

1. July 21, 2025 regular meeting minutes;
2. Activity fund and monthly claims in the amount of \$508,516.77
4. Work Assignment for Becky Hedstrom, Concessions Manager;
5. Teacher Contract with Shalom Crook, High School Teacher, BA Step 1, 1.0 FTE per EMM Master Agreement, beginning with the 2025-2026 school year;
6. Teacher Contract with Essie Nuemann, Elementary School Teacher, BA Step 3, 1.0 FTE per EMM Master Agreement, beginning with the 2025-2026 school year;
7. Work Assignment for Becky Hedstrom, Paraprofessional, per EMM Paraprofessional Master Agreement, beginning August 25, 2025;
8. Work Assignment for Jeff Newburey, Paraprofessional, per EMM Paraprofessional Master Agreement, beginning August 25, 2025;
9. Work Assignment for Samantha Pfiefer, Paraprofessional, per EMM Paraprofessional Master Agreement, beginning August 25, 2025;
10. Work Assignment for Lisa Folken, Paraprofessional, per EMM Paraprofessional Master Agreement, beginning August 25, 2025;
11. Quadient Leasing Agreement;

Seconded by Julia Kicker and carried unanimously.

Motion by David Treinen to change Cory Kapphahn from a step 1 to a step 4 and approve the following:

3. Notice of assignments for the following extra-curricular coach/advisors for the Fall 2025-2026 School Year: Kevin Sommers, Head Football Coach Step 9; Kris Koll, Assistant Football Coach Step 1; Justin Brown, Assistant Football Coach Step 1; Isaiah Usher, Junior High Football Coach Step 1; Cory Kapphahn, Junior High Football Coach Step 4; Tori Komulainen, Head Volleyball Coach Step 1; Anna Pietila, Assistant Volleyball Coach Step 1, Alisha Hendrickson, Assistant Volleyball Coach Step 1, Delaney Crawl, Junior High Volleyball Coach Step 1, Becky Hedstrom, Junior High Volleyball Coach Step 1; Katie Novak, Head Cheerleading Coach Step 1; Luke Davidson, Strength and Conditioning Advisor; Tanya Carney, HS Knowledge Bowl Advisor Step 4; Tanya Carney, One Act Play Advisor Step 4; Dan Besonen, JH Knowledge Bowl Advisor Step 8; Laura Takkunen, Spelling Bee Step 2; Tim Wurdock, NHS Advisor Step 1; Seconded by Cherie Peterson and carried unanimously.

Motion by Julia Kicker to approve the second reading and adoption of the 7-12th grade high school student handbook for the 2025-2026 school year as presented.  
Seconded by David Treinen and carried unanimously.

Motion by Cherie Peterson to approve the second reading and adoption of the K-6th grade elementary school student handbook for the 2025-2026 school year as presented.  
Seconded by Andrea Haverinen and carried unanimously.

Motion by Cherie Peterson to approve the E-Learning Day Plan as amended.  
Seconded by Sara Makela and carried unanimously.

Motion by David Treinen to wave the first reading and approve the second reading and adoption of the Menahga Para Educator Handbook for the 2025-2026 school year as amended.  
Seconded by Julia Kicker and carried unanimously.

Break at 7:42 p.m.

Recovened at 7:46 p.m.

Motion by Andrea Haverinen to approve the purchase of the bus from United Bus Sales for the amount of \$75,000.75 as presented. Seconded by Cherie Peterson and carried unanimously.

Motion by Cherie Peterson to update current business processing procedure from monthly check printing to weekly check printing. Seconded by Sara Makela and carried unanimously.

Motion by David Treinen to accept the letter of resignation from Sophia Ylitalo, Paraprofessional, effective August 6, 2025. We thank Sophia for her year of dedicated service to the students of our school. Seconded by Cherie Peterson and carried unanimously.

Motion by Julia Kicker to accept the letter of resignation from MacKenzie Zetah, Elementary School Teacher, effective August 11, 2025. We thank MacKenzie for her 3 years of dedicated service to the students of our school. Seconded by Sara Makela and carried unanimously.

Motion by David Treinen to accept the letter of resignation from Michaela Skoog, Paraprofessional, effective August 11, 2025. We thank Michaela for her 2 years of dedicated service to the students of our school. Seconded by Julia Kicker and carried unanimously.

Motion by Cherie Peterson to accept the letter of resignation from Sarah Sumstad, Paraprofessional, effective August 18, 2025. We thank Sarah for her year of dedicated service to the students of our school. Seconded by Sara Makela and carried unanimously.

Motion by David Treinen to approve the following lane change requests:

Bailey Baumgart, MA+10 to MA+20;

Megan Huus, MA+10 to MA+20;

Nicholas Jasmer, MA+10 to MA+20;

Seconded by Julia Kicker and carried unanimously.

The following resolution was introduced by Andrea Haverinen

#### RESOLUTION ACCEPTING DONATIONS

WHEREAS, MS 123B.02, Subd. 6 provides: "The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education."; and

WHEREAS, MS 465.03 provides: "Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full."; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Menahga Public School Dist 821 gratefully accept the following donations as identified below: The Menahga Lions donated \$10,000.00 for the Pickle Ball Court;

Resolution seconded by Julia Kicker and carried unanimously.

The vote on adoption of the Resolution was as follows:

voting aye: David Treinen, Cherie Peterson, Sara Makela, Julia Kicker, Andrea Haverinen

voting nay: none

absent: Katie Howard

Whereupon, said resolution was declared duly adopted.

Motion by Sara Makela to approve the second reading and adoption of Policy 425 Staff Development and Mentoring as presented. Seconded by David Treinen and carried Unanimously.

Motion by Sara Makela to approve the second reading and adoption of Policy 601 School District Curriculum and Instruction Goals as presented. Seconded by David Treinen and carried unanimously.

Motion by Cherie Peterson to adjourn the August 18, 2025 regular meeting of the Menahga Public School board at 8:34 p.m. Seconded by Sara Makela and carried unanimously.

Respectfully submitted,

Katie Howard, Clerk