

**MINUTES  
BOARD OF EDUCATION  
St. Cloud Area School District 742  
St. Cloud, Minnesota  
June 18, 2025**

A meeting of the Board of Education of St. Cloud Area School District 742 was held on Wednesday, June 18, 2025 at the District Administration Office, 1201 South 2nd Street, Waite Park, Minnesota.

The meeting was called to order at 6:31 p.m. by Chair Shannon Haws with the following Board Members present: Scott Andreasen, Al Dahlgren, Natalie Copeland (Ringsmuth), Zach Dorholt, Shannon Haws, Heather Weems. Absent: Diana Fenton.

**I. APPROVAL OF BOARD MEETING AGENDA**

Moved by Andreasen, seconded by Copeland to approve the Board Meeting agenda.

On roll call, the following voted “aye”: Andreasen, Copeland, Dahlgren, Dorholt, Haws, Weems. Motion carried.

**II. CONSENT AGENDA**

Moved by Board member Copeland to remove Item D - Acceptance of Grant Awards and Donations from the Consent Agenda.

Moved by Dahlgren, seconded by Andreasen to approve Consent Agenda Items A-C and E-I:

Approve the minutes from the May 7, 2025 and May 21, 2025 board meetings.

Approve Bills and other Financial Transactions in the grand total amount of \$4,090,952.42.

**NEW ADMINISTRATIVE HIRES OR ASSIGNMENTS**

**Administration Recommendation:**

The Administration recommends approval of the following personnel changes pursuant to relevant laws and appropriate provisions of negotiated agreements between the Board of Education and exclusive representatives. For new hires, the indicated rates are consistent with current negotiated agreements and Board approved rates of pay. All rates/salaries listed do not include fringe benefits.

**LICENSED STAFF**

Amanda Anderson, Principal, Oak Hill Community School, effective July 1, 2025, with an annual salary of \$120,825, for 225 days.

Shannon Avenson, Executive Director of Community Education and Community Partnerships, Quarryview Education Center, effective July 1, 2025, with an annual salary of \$154,500, for 230 days.

Raunn Finley, Assistant Principal, Lincoln Elementary School, effective July 1, 2025, with an annual salary of \$106,325, for 220 days.

Kathryn Herrboldt, Executive Director of Technology and Innovation, District Administration Office, effective July 1, 2025, with an annual salary of \$135,445, for 230 days.

Debra Jokela, Principal, Kennedy Community School, effective July 1, 2025, with an annual salary of \$132,825, for 230 days.

Danielle Mehr, Executive Director of Special Education, District Administration Office, effective July 1, 2025, with an annual salary of \$144,200, for 230 days.

Otis Morris, Assistant Principal, North Junior High School, effective July 1, 2025, with an annual salary of \$107,825, for 225 days.

Lindsey Nagorski, Principal, Discovery Community School, effective July 1, 2025, with an annual salary of \$120,825, for 225 days.

Jack Peterson, Assistant Principal, South Junior High School, effective July 1, 2025, with an annual salary of \$107,825, for 225 days.

Donna Roper, Director of Research, Assessment and AI Integrations, District Administration Office, effective July 1, 2025, with an annual salary of \$130,000, for 230 days.

Stephanie Skaalerud, Assistant Principal, Discovery Community School, effective July 1, 2025, with an annual salary of \$106,325, for 220 days.

Jean Voigt, Assistant Principal, Madison Elementary School, effective July 1, 2025, with an annual salary of \$104,825, for 220 days.

Irene Wilcox, Assistant Principal, Oak Hill Community School, effective July 1, 2025, with an annual salary of \$104,825, for 220 days.

Anna Willhite, Director of E-12 Education, District Administration Office, effective July 1, 2025, with an annual salary of \$130,000, for 230 days.

Kate Flynn, Director of Early Childhood, Quarryview Education Center, effective July 1, 2025, with an annual salary of \$89,250, for 161 days (.70 FTE of a full-time contract).

Barika Davis, Administrative Dean, Quarryview Education Center, effective July 1, 2025, with an annual salary of \$95,000 for 210 days.

Christine Kesler, Supervisor of Special Education, District Administration Office, effective July 1, 2025, with an annual salary of \$90,000, for 225 days.

### **NON-LICENSED STAFF**

Mari Gerdes, Supervisor of Technology and Innovation, District Administration Office, effective July 1, 2025, with an annual salary of \$75,000, for 240 days.

Hillary Johnson, Activities Director, Tech High School, effective July 1, 2025, with an annual salary of \$118,000 for 230 days.

Teanna Taylor, Dean of Students, Lincoln Elementary School, effective July 1, 2025, with an annual salary of \$58,500, for 195 days.

Tanya Vossberg, Dean of Students, Talahi Community School, effective July 1, 2025, with an annual salary of \$65,000, for 195 days.

Amran Yusuf, Supervisor of Full Service Community Schools, District Administration Office, effective July 1, 2025, with an annual salary of \$90,000, for 240 days.

### **LICENSED STAFF**

#### **New Hire**

Twyla Nielsen, Tier 4 Social Worker, Katherine Johnson Education Center, effective for the 2025-2026 school year, Lane MA+40, Pay Level 7 (185 days of a full-time contract) with a salary of \$81,932.

John Hollingsworth, Tier 1 Grade 6 Language Arts Teacher, South Junior High School, effective for the 2025-2026 school year, Lane BA, Pay Level 2 (185 days of a full-time contract) with a salary of \$49,141.

Kylee Crews, Tier 1 Grade 1 Teacher, Talahi Community School, effective for the 2025-2026 school year, Lane BA, Pay Level 2 (185 days of a full-time contract) with a salary of \$49,141.

Emily Higgins, Tier 3 Language Arts/Language Arts Intervention/C4 Teacher, North Junior High School, Apollo High School, effective for the 2025-2026 school year, Lane BA, Pay Level 4 (185 days of a full-time contract) with a salary of \$53,149.

Opal Mattila, Tier 3 Math Teacher, Tech High School, effective for the 2025-2026 school year, Lane BA+40, Pay Level 7 (185 days of a full-time contract) with a salary of \$68,742.

Shanna Wahlstrand, Tier 4 Grade 6 Science Teacher, South Junior High School, effective for the 2025-2026 school year, Lane MA, Pay Level 10 (185 days of a full-time contract) with a salary of \$72,550.

Brianna Brejcha, Tier 4 SPED ABS Teacher, Building to Be Determined, effective for the 2025-2026 school year, Lane MA+40, Pay Level 4 (185 days of a full-time contract) with a salary of \$75,855.

Lois Kester, Tier 4 School Psychologist, Tech High School, effective for the 2025-2026 school year, Lane MA+40, Pay Level 11 (185 days of a .50 FTE contract) with a salary of \$45,181.

Trinity Geyen, Tier 1 DAPE Teacher, Building to Be Determined, effective for the 2025-2026 school year, Lane BA, Pay Level 2 (185 days of a full-time contract) with a salary of \$49,141.

Keith Schmitz, Tier 1 Grade 5 Teacher, Lincoln Elementary School, effective for the 2025-2026 school year, Lane BA, Pay Level 5 (185 days of a full-time contract) with a salary of \$54,720.

Faith Miller, Tier 3 Grade 4 Teacher, Oak Hill Community School, effective for the 2025-2026 school year, Lane BA, Pay Level 2 (185 days of a full-time contract) with a salary of \$49,141.

Amy Walker, Tier 4 Music Teacher, Talahi Community School, effective for the 2025-2026 school year, Lane BA, Pay Level 8 (185 days of a full-time contract) with a salary of \$54,720.

Shelby Wright, Tier 1 Art Teacher, Oak Hill Community School, effective for the 2025-2026 school year, Lane BA, Pay Level 2 (185 days of a full-time contract) with a salary of \$49,141.

Abigail Kunkel, Tier 3 School Psychologist, Building to Be Determined, effective for the 2025-2026 school year, Lane MA+10, Pay Level 2 (185 days of a full-time contract) with a salary of \$62,086.

Lilian Zack, Tier 1 Speech Language Pathologist, Building to Be Determined, effective for the 2025-2026 school year, Lane MA+40, Pay Level 2 (185 days of a full-time contract) with a salary of \$69,850.

Nuria Fernandez Toribio, Tier 1 Spanish Immersion Grade 4 Teacher, Clearview Elementary School, effective for the 2025-2026 school year, Lane BA, Pay Level 2 (185 days of a full-time contract) with a salary of \$49,141.

Matthew Boucher, Executive Director of Operations, District Administration Office, effective July 1, 2025, with an annual salary of \$154,500, for 230 days.

### **Rehire**

Alexandra Rollins, Tier 3 Global Communications/Music Teacher, South Junior High School, Tech High School, North Junior High School, effective for the 2025-2026 school year, Lane BA+30, Pay Level 2 (185 days of a .54 FTE contract) with a salary of \$31,882.14.

David Wilke, Tier 4 SPED LD Teacher, Madison Elementary School, effective for the 2025-2026 school year, Lane MA, Pay Level 11 (185 days of a full-time contract) with a salary of \$74,052.

Ashley Mirzakhani, Tier 1 ECSE Teacher, Building to Be Determined, effective for the 2025-2026 school year, Lane BA, Pay Level 2 (185 days of a full-time contract) with a salary of \$49,141.

### **Summer School Assignment**

Todd Sanford, Summer School Teacher, effective June 9, 2025, at an hourly rate of \$40.00.

### **Leave of Absence**

Anita Boster, Band Teacher, South Junior High School, effective August 25, 2025 through January 2, 2026.

Madison Lutgen, Grade 1 Teacher, Madison Elementary School, effective November 10, 2025 through March 6, 2025.

### **Resignation**

Katie Nelson, SPED EBD Teacher, Tech High School, effective June 2, 2025.

Deqa Yusuf, Social Worker, North Junior High School, effective June 2, 2025.

Sabrin Muse, Mathematics Teacher, North Junior High School, effective June 2, 2025.

### **NON-LICENSED STAFF**

### **New Hire**

Sofia Villalobos, Speech Language Pathology Assistant, Quarryview Education Center, effective September 2, 2025, at an hourly rate of \$27.50.

Tanya Rieland, LPN Float, District Wide, effective September 2, 2025, at an hourly rate of \$24.60.

Matthew Sherry, Safety Coordinator, District Administration Office, effective June 2, 2025 for the 2024-2025 school year, with an annual salary of \$7,083.33.

Matthew Sherry, Safety Coordinator, District Administration Office, effective July 1, 2025 for the 2025-2026 school year, with an annual salary of \$85,000.

### **Rehire**

William Pearson, Temporary Groundskeeper, District Wide, effective June 2, 2025, at an hourly rate of \$16.50.

### **Leave of Absence**

Kelly Henry, Head Engineer, South Junior High School, effective May 27, 2025 through July 11, 2025.

Ellie Hartman, Early Childhood Instructional Paraeducator, Lincoln Elementary School, effective October 31, 2025 through January 30, 2026.

Naima Haji, Bilingual Communications Support Specialist, District Services Building, effective September 25, 2025 through January 1, 2026.

### **Resignation**

Michelle Geise, LPN, South Junior High School, effective May 30, 2025.

Jenna Meredith, SPED Instructional Paraeducator, Westwood Elementary School, effective May 30, 2025.

Yu Kuan, Behavior Resource Specialist, Discovery Community School, effective May 30, 2025.

Nathan Powers, SPED Early Childhood Instructional Paraeducator, Quarryview Education Center, effective May 30, 2025.

Danielle Holmwig, SPED Instructional Paraeducator, Quarryview Education Center, effective May 30, 2025.

Jennifer Noble, Community Ed Program Supervisor, Quarryview Education Center, effective June 30, 2025.

### **Termination**

Donald Boelz, Head Custodian, Apollo High School, effective June 2, 2025.

Kasandra Wisniewski-Grzybowski, SPED Instructional Paraeducator, North Junior High School, effective May 29, 2025.

Approve Resolution to Update the Population Base for Community Education Funding.

Approve Proposed Revised Board Policy 704 – Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System (*Third Reading*).

Approve Proposed Revised Board Policy 721– Uniform Grant Guidance Policy Regarding Federal Revenue Sources (*Third Reading*).

Approve Resolution of the School Board of Independent School District No. 742 (St. Cloud Area Schools), Minnesota Approving the Sale of the District’s General Obligation Capital Appreciation Bonds, Series 2025A 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 the Security for Such Bonds; and Authorizing and Ratifying Certain Other Documents and Actions in Connection Therewith.

Approve the designation of Pershing LLC as a depository for investments.

On roll call, the following voted “aye”: Andreasen, Copeland, Dahlgren, Dorholt, Haws, Weems. Motion carried.

Moved by Dahlgren, seconded by Andreasen to approve Consent Agenda Item D (Acceptance of Grant Awards and Donations).

Board member Copeland recused herself from this agenda item.

1. Donations to Apollo High School:

- \$7.60 from Casey’s General Store for loyalty donation for student needs
- \$230 from Apollo Staff for the Apollo Staff Scholarship
- \$600 from Resource Training and Solutions for PBIS
- \$500 from American Red Cross on behalf of the Young Minds Change Lives Scholarship
- \$1,500 from Ronald and Deborah Topinka on behalf of the Karla Rae Topinka Memorial Scholarship

2. Donation to Clearview Elementary School:

- \$150.66 from Shutterfly, LLC for Spring Picture Commissions
3. Donations to Katherine Johnson Education Center:
    - \$1,175 from Granite City Lumberjacks, Inc. for student needs
    - Personal hygiene items, tissues, expo markers, and gum from St. Augusta American Legion Auxiliary for student needs
  4. Donation to Kennedy Community School:
    - \$600 from Resource Training and Solutions for PBIS
  5. Donation to Madison Elementary School:
    - \$1,995 from Central MN Library Exchange for registration and travel expenses to ISTE Live Conference in San Antonio, Texas
  6. Donations to North Junior High School:
    - \$600 from Resource Training and Solutions for PBIS Incentives, Student Rewards, and Student of the Month Breakfasts
    - \$1,000 from District 742 LEAF for CmPS International Competition
    - \$75 from Transcend Group, Inc. for CmPS International Competition
    - \$100 from The PDL Group, LLC for CmPS International Competition
  7. Donations to Talahi Community School:
    - 15 cases of bottled water from Bernick's Pepsi for the Talahi/Lincoln Spring Picnic
    - \$500 from Andy's Towing LLC for classroom materials for Michelle Swedal's room
    - \$145.84 from Shutterfly, LLC for Spring Picture Commissions
  8. Donations to Tech High School:
    - \$100 from Anthony Kroll on behalf of the Tonie Rausch Scholarship
    - \$1,000 from American Red Cross to the National Honor Society on behalf of the American Red Cross Scholarship

On roll call, the following voted "aye": Andreasen, Dahlgren, Dorholt, Haws, Weems.  
Abstained: Copeland. Motion passed 5-0.

### **III. INFORMATION ITEMS**

#### **A. Early Childhood Update**

Kate Flynn, Director of Early Childhood, and Barika Davis, Early Childhood Administrative Dean, provided an overview of the Early Childhood program.



Program overview includes: (1) Early Childhood Screening, (2) Birth to Three Home Visiting, (3) Early Childhood Family Education (ECFE), (4) Preschool, (5) Evaluations, and (6) Early Childhood Special Education.

Year End Highlights include: LETRS Learning, School Readiness Outcomes, Ready, Set, School, Preschool 4 Success, Family Engagement, 742 ECFE Expo, TimberNook, and Space Update. Enrollment wait list numbers and solutions were also reviewed.

#### **IV. DISCUSSION AND/OR ACTION ITEMS**

##### **A. (ACTION ITEM) – Approval of 2024-2025 Revised Budget**

Amy Skaalerud, Executive Director of Finance and Business Services, presented the 2024-2025 Revised Budget with revised revenues and expenditures for each of the funds outlined.

Moved by Andreasen, seconded by Dahlgren to approve the 2024-2025 Revised Budget.

On roll call, the following voted “aye”: Andreasen, Copeland, Dahlgren, Dorholt, Haws, Weems. Motion carried.

##### **B. (ACTION ITEM) – Approval of 2025-2026 Budget**

Amy Skaalerud, Executive Director of Finance and Business Services, presented an overview of the budgeted revenues and expenditures for each fund as outlined for the 2025-2026 Budget that was shared in detail at the June 4, 2025 Board Meeting.

Moved by Andreasen, seconded by Dorholt to approve the 2025-2026 Budget.

On roll call, the following voted “aye”: Andreasen, Copeland, Dahlgren, Dorholt, Haws, Weems. Motion carried.

##### **C. (ACTION ITEM) – Approval of Resolution Calling a Special Election to Fill School Board Vacancy**

Amy Skaalerud, Executive Director of Finance and Business Services, provided an overview of the Resolution Calling a Special Election to Fill a School Board Vacancy.

In accordance with Minnesota Statutes, section 123B.09, the seat was filled temporarily by appointment through January 5, 2026; however, the district must hold a special election to fill the vacant seat for the remainder of the three-year term

expiring on January 8, 2029. The district will hold a special election on November 4, 2025. The candidate filing period is July 29, 2025 through August 12, 2025.

Moved by Dahlgren, seconded by Dorholt to approve the Resolution Calling a Special Election to Fill a School Board Vacancy.

On roll call, the following voted “aye”: Andreasen, Copeland, Dahlgren, Dorholt, Haws, Weems. Motion carried.

D. (DISCUSSION ITEM) - Proposed Revised Board Policy 699 – Closing of District Facilities Due to Inclement Weather or Other Emergency Conditions (Second Reading)

Shannon Avenson, Assistant Superintendent of E-12 Educational Services, reviewed Proposed Revised Board Policy 699 – Closing of District Facilities Due to Inclement Weather or Other Emergency Conditions. There were no suggested changes. This policy will be on the July 23, 2025 Board Meeting consent agenda for a third and final reading with a request for approval.

E. (DISCUSSION ITEM) – Proposed Revised Board Policy 802 – Disposition of Obsolete Equipment and Material (Second Reading)

Amy Skaalerud, Executive Director of Finance and Business Services, reviewed Proposed Revised Board Policy 721– Uniform Grant Guidance Policy Regarding Federal Revenue Sources. There were no suggested changes. This policy will be on the July 23, 2025 Board Meeting consent agenda for a third and final reading with a request for approval.

F. (DISCUSSION ITEM) – Ten-Year Long Term Facilities Maintenance Plan

Amy Skaalerud, Executive Director of Finance and Business Services, presented an overview of the Ten-Year Long-Term Facilities Maintenance Plan. This will come back for approval on the consent agenda at the July 23, 2025 Board Meeting.

The funding for the long-term facilities maintenance program (LTFM) comes primarily from levy revenue along with a small portion received as state aid. The levy portion will be part of the total levy that the Board will approve in December. This program was effective on July 1, 2016, and replaced the previous alternative facilities/deferred maintenance and health and safety levies.

Long term facilities maintenance funds can be used for expenditures for increasing accessibility of school facilities (ADA), approved health and safety expenditures in accordance with Minnesota Statute 123B.57, and eligible projects necessary to prevent further erosion of facilities. In accordance with MDE guidelines an eligible project must be work performed on an existing district-owned facility and LTFM

funds cannot be used to modify or remodel existing spaces with the exception of remodeling for gender-neutral single user restrooms. LTFM funds also cannot be used to increase space or for new construction.

MDE requires that the Board annually approve a ten-year long-term facilities maintenance plan which must be submitted to MDE by July 31. The 2026-2027 annual LTFM project budget is proposed to be set at \$7,750,000. In addition, the district receives \$5,119,401 in LTFM revenue that is allocated to the debt service fund to cover the annual principal and interest payments on the district's 2015A Alternative Facilities Bonds, 2022B Facilities Maintenance Bonds, and 2023A Facilities Maintenance Bonds. These bonds were issued to fund HVAC projects throughout the district as well as recent improvements at Apollo High School. In total, this brings the proposed LTFM revenue for 2026-2027 to \$12,869,401.

Board member Dahlgren would like to see the district put together a seal coating strategy plan that gives us better long-term maintenance durability on the many recent parking lots where we have put down new asphalt. Amy stated she will review with our new Executive Director of Operations who starts by mid-July. It will probably take some time to put together an analysis of the options, costs, and tour every building and then put together a priority list and lay out a schedule. Amy plans to include this topic at a future Board Finance Committee meeting and bring it back to a future Board meeting.

## **V. REPORTS**

### **A. Board of Education Standing Committee Reports**

1. Heather Weems, Chair of the Board Finance Committee, noted the committee met on June 9, 2025, and reviewed (1) Transportation Study, (2) Naming of New Building (Apollo Athletic Facility), and FY27 LTFM Plan.
2. Natalie Copeland provided an update on behalf of Diana Fenton, Chair of the Achievement, Integration and Equity Committee, and noted the committee met on June 11, 2025, and reviewed discipline data for 2024-2025. Our next meeting is on August 20, 2025.

## **VI. FUTURE AGENDA ITEMS**

Chair Haws noted July 23, 2025 Board Meeting topics will include:

- Activities Update and Minnesota State High School League Membership Video
- Approval of the 25-26 Minnesota State High School League Membership Renewal
- Approval of the 25-26 Minnesota School Board Association Membership Renewal

- Approval of the 25-26 Association of Metropolitan School Districts Membership Renewal
- Approval of Boys' Swim Co-op
- Summary Evaluation of the Superintendent
- Graduation Ceremonies for the 2025-2026 School Year

Board member Dahlgren brought up this year's MSBA Delegate Conference when the Board can send in any proposed resolutions as we have in the past. The resolutions will be due no later than September 24, 2025. We currently have this topic on three upcoming Board meeting agendas. Discuss at the August 6, 2025 work session, present first drafts on August 20, 2025 and approve any presented resolutions on September 3, 2025.

## **VII. ADJOURNMENT OF BOARD MEETING**

Moved by Dorholt, seconded by Weems to adjourn the Board meeting. All Board members stated "aye". The Board meeting concluded at 8:01 p.m.

Heather Weems, Clerk

These minutes are not official until reviewed and approved by the Board of Education.