

School Board Meeting
Monday, August 18, 2025 6:30 PM Central

Aitkin Public Schools - Media Center
306 Second Street NW
Aitkin, MN 56431

Jen Burgos: Present
Roland Hill: Absent
Cindi Hills: Present
Rev. Dawn Houser: Present
Brian Leitingner: Absent
Holly Mindrum: Present
Kassie Peterson: Present
Present: 5, Absent: 2.

1. Call meeting to order by the chairperson

2. Pledge of Allegiance

3. Roll Call

Motion to approve the agenda as presented. This motion, made by Holly Mindrum and seconded by Rev. Dawn Houser, Passed.

4. *Comments from visitors

4.A.

Comments from visitors must be in relation to Aitkin Public Schools and/or to agenda items.

- We recommend that you sign up at the comment table if you wish to speak. You will be called up in order as listed on the sign-up sheet. When you come forward to comment, please be seated at the comment table facing the Board Members. State your name prior to your comment. Comments will be limited to 5 minutes.
- The Board will not engage in any discussion or debate during this comment session. The Board will take the information and find answers as appropriate.
- As part of Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting.

5. Approval of agenda - revise or remove as needed

6. Old Business:

6.A. Approve the following policies 2nd reading:

Motion to approve the 2nd reading of policies as presented. This motion, made by Holly Mindrum and seconded by Kassie Peterson, Passed.

6.B. Policy 515 - Protection and Privacy of Pupil Records (Legis 7-2025, Revised by Lisa DeMars 8-2025, Page 2)

7. New business:

7.A. Approve consent agenda items as follows:

Motion to approve the consent agenda as presented. This motion, made by Rev. Dawn Houser and seconded by Holly Mindrum, Passed.

7.A.1. Approve the following School Board Meeting Minutes: July 21, 2025

7.A.2. Approve financials for the month of July, 2025:

- Office receipts in the amount of \$284,370.77.
- Report of expenditures, including \$663,086.96 for bills and \$759,352.09 for payroll and district contribution to PERA, TRA, OASDI/Medicare and 403(b).
- Donations in the amount of \$5,414.17.
- Wire transfers in the amount of \$1,400,000.00.
- Employee reimbursements.

7.A.3. Approve Hirings:

7.A.3.a. Cassandra Frink - Bus Driver

7.A.3.b. Brittney Ahonen - Bus Driver

7.A.3.c. Chris Satre - Rippleside Food Service Worker

7.A.3.d. Liz Gronbach - High School Food Service Worker

7.A.3.e. Anton Schmiesing - Bus Aide

7.A.3.f. Blaise Sanford - ASD Paraprofessional

7.A.3.g. Jean Barthel - ECSE Paraprofessional

7.A.3.h. Holli Orpin - Early Childhood Teacher and Kids Club Supervisor

7.A.3.i. Karen Stifter - ECFE Parent Educator

7.A.3.j. Nathan Ehnstrom - Title 1 Teacher

7.A.3.k. Mackenzie Johnson - Asst Elementary Secretary

7.A.4. Consider and approve extra curricular activities

7.A.4.a. Tennis Coach (Girls) JH/Assistant Co-Coach - Blaise Sanford

7.A.4.b. Tennis Coach (Girls) JH/Assistant Co-Coach - Justine Nordick

7.A.4.c. Concessions - Jim Henrickson

7.A.4.d. Ticket Manager - Alan Hills

7.A.4.e. Activities Director - Jim Henrickson

7.A.4.f. Scott Miller - Assistant Football Coach

7.A.5. Approve Resignations

7.A.5.a. Brittney Ahonen - Asst Elementary Secretary

7.A.5.b. Sean Smith - Assistant High School Football Coach

7.A.5.c. Julie Asmus - Girls Assistant Tennis Coach

7.A.6. Approve the following lane changes for Teachers

7.A.6.a. Jennifer Mickelson MA45 - MA60

7.A.6.b. Michaela Monson BA - BA30

7.A.6.c. Tara Proctor MA15 - MA60

7.A.6.d. Dustin Richters MA45 - MA60

7.A.6.e. Cara Samuelson BA15 - BA30

7.A.6.f. Meredith Sander MA30 - MA45

7.A.6.g. Suzanne Brucker MA30 - MA60

7.A.6.h. Marie Waschek MA - MA15

7.A.6.i. Gina Courtemanche MA15 - MA30

7.A.7. 2025-26 Fundraisers

7.A.7.a. Aitkin Dance

7.A.7.b. Aitkin Football

7.A.8. Approve the following Tenures:

7.A.8.a. Kelly Jelencich-Klein

7.A.8.b. Jeri Forbord

7.A.8.c. Taylor Meeks

7.A.8.d. James Henrickson

7.A.8.e. Craig Larson

7.B. Discussion Items:

7.B.1. Discuss and approve MOA for student training agreement with St Cloud State University

Motion to approve the MOA for student training agreement with St. Cloud State University. This motion, made by Holly Mindrum and seconded by Jen Burgos, Passed.

7.B.2. Approve 2025-2026 Kids Club Handbook

Motion to approve the 25-26 Kids Club Handbook. This motion, made by Holly Mindrum and seconded by Rev. Dawn Houser, Passed.

7.B.3. Approve 2025-2026 School Year Handbooks

- District Parent/Student Handbook
- Alternative School Parent/Student Handbook
- Online School Parent/Student Handbook
- Technology Handbook

Motion to approve the 25-26 school year handbooks as presented. This motion, made by Rev. Dawn Houser and seconded by Kassie Peterson, Passed.

7.B.4. Discuss and Approve Prime Food Vendor 2025-26 - Recommendation Performance Foodservice

Motion to approve Performance Foodservice as the 25-26 Prime Vendor. This motion, made by Rev. Dawn Houser and seconded by Holly Mindrum, Passed.

7.B.5. Athletic Director/High School Dean of Students Position

Motion to approve Jim Henrickson as the Activities Director/High School Dean of Students positions. This motion, made by Rev. Dawn Houser and seconded by Holly Mindrum, Passed.

7.B.6. Literacy Lead - Northeast Service Cooperative 2025-26 School Year

Motion to approve the Literacy Lead service through the Northeast Service for the 25-26 school year. This motion, made by Holly Mindrum and seconded by Jen Burgos, Passed.

7.B.7. Facebook Posting Discussion

7.B.8. Revised 25-26 School Calendar

Motion to approve the revised 25-26 school calendar. This motion, made by Rev. Dawn Houser and seconded by Holly Mindrum, Passed.

8. Administrative reports:

8.A. Board Members Reports:

8.B. Principal's Report:

Mr. Dokken, Rippleside Elementary School

Ms. DeMars, Aitkin High School

SP Goal 10

8.C. Community Education -Nedra Henline

SP Goal 10

8.D. Superintendent's report:

8.D.1. Enrollment Update

8.D.2. Set Canvassing Meeting Date and Time November 7th to 14th.

8.D.3. Building Referendum Update

8.D.4. New School Year Update

8.D.4.a. Welcome Back Workshop

8.D.4.a.1. Tall Cop Presentation

8.D.5. Other:

Hallway TV advertising discussion.

8.E. Upcoming meetings:

August 21 - Ag Advisory Committee Meeting - AHS 3:30 PM

August 27 - Personnel Committee - AHS Media Center - 3:45 PM

September 10 - Policy Committee - District Office - 3:45 PM

September 15 - School Board Meeting - AHS Media Center - 6:30 PM

9. Other:

10. Adjourn

Motion to adjourn. This motion, made by Rev. Dawn Houser and seconded by Holly Mindrum, Passed.

Recorded by Heather Hipp

Jen Burgos, Clerk

Dated: 9/15/25