



Special Closed Board Meeting Minutes Saint Peter Public Schools

A Special Closed Board Meeting of the School Board of Saint Peter Public Schools was held Wednesday, June 10, 2026, in the Traverse des Sioux Room at the St. Peter Community Center. Board Chair Charlie Potts called the meeting to order at 4:30 pm. **Roll Call:** Charlie Potts, Kate Martens, Rita Rassbach, Bill Kautt, Tracy Stuewe, Jon Graff, Ken Rossow and Drew Dixon.

A motion was made by Stuewe, seconded by Rossow, to adopt the agenda as presented. The motion carried unanimously.

A motion was made by Kautt, seconded by Rassbach, to close the meeting to conduct the 2025-2026 Superintendent Evaluation. The motion carried unanimously.

The Special Closed Board meeting was adjourned at 5:21 pm. (Kautt/Rassbach)

The Special Closed Board meeting was reopened at 5:21 pm. (Kautt/Rassbach)

Board Chair Potts stated that he will prepare a written summary of Superintendent Graff's evaluation for the July 15, 2026 Regular School Board Meeting.

A motion was made by Kautt, seconded by Rassbach, to adjourn the meeting at 5:22 pm.

Dated Approved: July 15, 2026

Kate Martens, Board Clerk



Saint Peter Public Schools

Regular School Board Meeting Minutes

Date: Wednesday, June 10, 2026

Location: Saint Peter Community Center – Governor's Room

Members Present: Charlie Potts (Board Chair), Rita Rassbach, Ken Rossow, Tracy Stuewe, Bill Kautt, Drew Dixon, and Kate Martens.

Others Present: Jon Graff (Superintendent), Darin Doherty, Ytve Prafke, Seth Putz, and Kimberley Deming.

1. Call to Order & Agenda Approval

- **Call to Order:** Board Chair Charlie Potts called the meeting to order at 5:31 PM.
- **Approval of Agenda:** A motion was made by Stuewe, seconded by Rassbach, to adopt the agenda as presented. Motion carried unanimously.

2. Consent Agenda

The consent agenda items listed below were approved on a motion by Rossow, seconded by Martens. Motion carried unanimously.

- **Minutes:** Approval of the Regular Board Meeting minutes of May 20, 2026.
- **Bills & Wire Transfers:** Approval of payments totaling \$4,411,320.37 for May 2026.
- **Personnel Changes:**
 - *Hiring:* Approval of Amory Afedi, Melic Thomas, Andrew Sorbo, Grace Remmert, Kiya Sohn, Aaliyah Fleischer, and Roxana Kennedy.
 - *Resignations:* Acceptance of resignations from Melic Thomas, Piper McCargar, Kaia Meyer, Isaac Alger, Theresa Lekander, and Anna Leafblad.
 - *Retirement:* Acceptance of retirement from Kathy Wobbrock.
 - *Transfers:* Approval of transfers for Nathan Hughes and Amanda (Mandy) Kennedy.

3. Action Items

- **Resolution Accepting Donations:** A motion was made by Kautt, seconded by Martens, to approve a resolution accepting donations from the Booster Club, Red Men Club, Pioneer Bank, Jeremy Hatlevig, Sota Scoops, the Thalia Lopez & Larry Taylor

Educational Scholarship Trust, and the American Red Cross. Following a roll call vote, the resolution passed 7-0.

- *Voting Yes:* Rassbach, Rossow, Stuewe, Potts, Kautt, Dixon, Martens.
- *Voting No:* None.
- **Preliminary 2026-2027 Budget:** Superintendent Graff presented information regarding the Preliminary 2026-2027 Budget. It was noted that school district fiscal years run from July 1 to June 30, and the Minnesota Department of Education requires all districts to have the upcoming budget approved by June 30. The budget was previously reviewed and recommended for approval by the Business Committee at their June 10 meeting. A motion was made by Rossow, seconded by Rassbach, to approve the budget as presented. Motion carried unanimously.
- **MSHSL Membership (2026-2027):** A motion was made by Stuewe, seconded by Rassbach, to approve the district's membership in the Minnesota State High School League (MSHSL) for the 2026-2027 school year. The MSHSL provides guidance and structure for the district's athletic, fine arts, speech, and drama activities. Following a roll call vote, the resolution passed 7-0.
 - *Voting Yes:* Rassbach, Rossow, Stuewe, Potts, Kautt, Dixon, Martens.
 - *Voting No:* None.
- **MSBA Membership (2026-2027):** A motion was made by Martens, seconded by Rossow, to approve the district's membership in the Minnesota School Boards Association (MSBA) for the 2026-2027 school year. The MSBA provides policy updates, leadership advice, training, BoardBook, financial services, and lobbying efforts. Motion carried unanimously.
- **Yearly Governmental Lease:** Superintendent Graff presented information on the Yearly Governmental Lease, which supports student and staff technology initiatives across all district sites. A motion was made by Rossow, seconded by Rassbach, to approve a resolution authorizing the lease through First National Bank. Following a roll call vote, the resolution passed 7-0.
 - *Voting Yes:* Rassbach, Rossow, Stuewe, Potts, Kautt, Dixon, Martens.
 - *Voting No:* None.
- **Tenure Status Approval:** A list of teachers who successfully completed their probationary teaching period was presented for consideration. A motion was made by Dixon, seconded by Martens, to grant tenure status effective July 1, 2026. Motion carried unanimously.
- **Office Support Master Agreement:** Superintendent Graff provided a summary of notable updates to the Office Support Master Agreement, noting that the changes align with budget goals set by the School Board Negotiations Committee and have been ratified by Office Support personnel. A motion was made by Kautt, seconded by Stuewe, to approve the agreement. Motion carried unanimously.

4. Information Items

Seth Putz, Operations and Maintenance Supervisor, provided updates on several facility items:

- **Hail Damage:** Assessment is currently ongoing following recent storms.
- **High School Chiller:** Provided a status update on the current system.
- **Long-Term Facilities Maintenance (LTFM) Summer Projects:** Provided updates on upcoming summer work, including:
 - Resurfacing the outdoor track at Saint Peter Middle School.
 - Repairing the roadway entrance at Saint Peter High School.

- Resurfacing the gymnasium floor at Saint Peter High School.
- Repairing the pool decking at Saint Peter Middle School.

5. Reports

- **Special Programs Administrator:** Ytve Prafke reported that June 10 marked the first day of the Read and Feed program. She reminded the board that the Saint Peter Transit has established a 10-location route to pick up and drop off students wishing to attend.
- **North Elementary Principal & Curriculum Coordinator:** Darin Doherty provided details regarding the curriculum writing process, noting that 30 teachers attended sessions from June 9–11.
- **Superintendent of Schools:** Superintendent Graff thanked everyone for an outstanding school year.
- **Around the Table Updates:**
 - Board members complimented the district on a wonderful graduation ceremony and extended congratulations to all graduates.
 - Board members Stuewe and Kautt congratulated the Girls Track Team for placing 2nd at the State Track Meet.
 - Board Chair Potts announced he will prepare a written summary of Superintendent Graff's evaluation for the July 15, 2026, meeting.
- **Board Committee Updates:** Nothing additional was noted for the Education, Business, Policy, HR, or Shared Programs Committees.

6. Upcoming Meetings

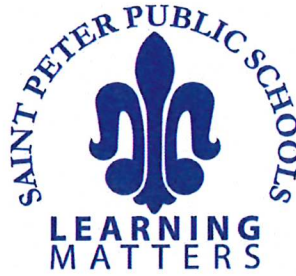
- **Business Committee Meeting:** July 8, 2026, at 10:00 AM (DO)
- **Policy Committee Meeting:** July 8, 2026, at 4:00 PM (DO)
- **Education Committee Meeting:** July 9, 2026, at 1:00 PM (DO)
- **Regular School Board Meeting:** July 15, 2026, at 5:00 PM (SPCC – Governor's Room)

7. Adjournment

A motion was made by Stuewe, seconded by Rassbach, to adjourn the meeting at 6:33 PM. Motion carried unanimously.

Kate Martens, Board Clerk

Date Approved: July 15, 2026



Saint Peter Public Schools

Special School Board Meeting Minutes

Date: Tuesday, June 30, 2026

Location: Saint Peter Public Schools – District Office

Attendance:

- **In-Person:** Charlie Potts (Board Chair), Kate Martens, Bill Kautt and Ken Rossow
- **Virtual (via Zoom):** Drew Dixon (Business Obligation) and Superintendent Graff (Travel)
- **Absent:** Tracy Stuewe and Rita Rassbach

1. Call to Order & Agenda Approval

- **Call to Order:** Board Chair Charlie Potts called the meeting to order at 7:47 AM.
- **Approval of Agenda:** A motion was made by Kautt, seconded by Rossow, to adopt the agenda as presented. Motion carried unanimously.

2. Action Items

- **Consider Approval of Saint Peter High School Chiller Repair:** The chiller system has not been functioning correctly since May. At that time, short term solutions including renting a temporary chiller and installing above ground pipes were implemented. The district, in consultation with its HVAC partners, developed a recommendation for a long term solution involving replacing the cracked underground pipes.

Rossow made a motion, seconded by Martens, to move forward with the project proposal from Peterson Sheet Metal (PSM) for an amount not to exceed \$186,538. Because PSM is a state-approved contractor, the district is permitted to award them the contract without initiating the bidding process. As the primary contractor for the Mend the Middle Project, PSM's quality of work is known and trusted.

Following a roll call vote, the motion passed 5-0 (with two members absent).

- *Voting Yes:* Martens, Potts, Kautt, Rossow and Dixon (Virtual)
- *Voting No:* None
- *Absent:* Stuewe and Rassbach

3. Adjournment

A motion was made by Martens, seconded by Kautt, to adjourn the meeting at 8:12 AM. Motion carried unanimously.

Kate Martens, Board Clerk

Date Approved: July 15, 2026



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507-934-5703 (Office)
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www.stpetersschools.org

Date: July 15, 2026

To: Dr. Jon Graff - Superintendent

From: Melic Thomas - Finance Accountant

Monthly Business Office bills & Payroll Amounts:

June 2026 - Business Office checks	\$1,748,031.30
June 2026 - Business Office wire payments	\$1,195,645.83
June 2026 - Payroll	\$1,250,754.70
	\$4,194,431.83

Monthly Student Activity Amounts:

May 2026 - South Elementary	\$3,076.11
May 2026 - North Elementary	\$3,471.38
May 2026 - Middle School	\$2,683.48
May 2026 - High School	\$26,610.14
	\$35,841.11

St. Peter Public Schools	Jun-26	
<u>Outgoing Wire Payments</u>		
MSDLAF to USBank - 2022 Refunded Bond		
MSDLAF to USBank - 2024 Bond		
BCBS - medicare health	6/23/2026	2,513.00
BCBS - medicare health	6/23/2026	5,683.50
Medicare Blue RX	6/1/2026	7,585.00
Life	6/1/2026	2,945.44
LTD	6/1/2026	4,248.84
NIS - MN Paid leave premium	6/1/2026	14,250.88
NIS - MN Paid leave premium	6/1/2026	15,378.98
VISA	June	15,585.54
IRS federal payroll taxes	6/15/2026	179,891.99
IRS federal payroll taxes	6/30/2026	238,761.39
MN state payroll taxes	6/1/2026	32,048.69
MN state payroll taxes	6/16/2026	31,342.77
MN UI Fund		
PERA payments	6/15/2026	30,068.03
PERA payments	6/25/2026	20.00
PERA payments	6/30/2026	25,277.56
TRA payments	6/15/2026	106,806.97
TRA payments	6/30/2026	145,707.72
Education MN/ESI	6/15/2026	2,722.50
Education MN/ESI	6/30/2026	2,722.50
Horace Mann	6/11/2026	1,780.83
Horace Mann	6/30/2026	1,780.83
Ameriprise/NBSGroup Bill	6/1/2026	2,532.14
Ameriprise/NBSGroup Bill	6/30/2026	2,532.18
Colonial Life	6/2/2026	15,687.76
EyeMed	6/1/2026	1,235.30
Arbiter-Pre fund		
HomeTown - Dental direct debits	6/1/2026	2,995.56
HomeTown - Dental direct debits	6/8/2026	2,876.09
HomeTown - Dental direct debits	6/15/2026	3,170.48
HomeTown - Dental direct debits	6/23/2026	5,048.28
HomeTown - Dental direct debits	6/29/2026	4,716.58
HomeTown - BCBS debits	6/4/2026	108,655.05
HomeTown - BCBS debits	6/11/2026	30,781.16
HomeTown - BCBS debits	6/18/2026	68,433.21
HomeTown - BCBS debits	6/25/2026	59,150.96
HomeTown - Healthiest You	6/4/2026	2,608.50
FNB HSA/VEBA-Medsurety/Matrix Trust	June	18,099.62
	Total Outgiong Wire Payments	1,195,645.83



Date: June 8, 2026

To: Dr. Jon Graff, Superintendent

From: Darin Doherty, Principal
North Elementary School

Re: Q4 - Overload Assignment
2025-26 School Year

The following overload assignments have been assigned for the fourth quarter of the 2025-26 school year. We will continue to use this document to update the overload each quarter.

SECTION 8. NORMAL TEACHING LOAD: A kindergarten teacher will have no more than 21 students in his/her class; a 1-3 grade classroom teacher 25 students; 4th grade classroom teacher 27 students. If a classroom teacher is asked to teach a class that exceeds this number, he/she will be compensated using the overload assignment rate.

Quarter 4 (3/31/2026-06/05/2026)

- Corie Walters - 2nd Grade Teacher: Had 26 students for **44 days**
- Bridget Schmidtke - 2nd Grade Teacher; Had 26 students for **44 days**
- John (Scott) Robinson - 2nd Grade Teacher; Had 26 students for **44 days**
- Ethan Sindelir - 3rd Grade Teacher: Had 26 students for **44 days**
- Amanda (Mandy) Kennedy - School Social Worker: Taught through her prep period for **44 days** (took on all PK, 2, 3, 4 grade students while Dave Ribar is on leave).
- Shannon Nimps - Special Education Case Facilitator: Taught through her prep period for **44 days** (took on progress reporting/IEP meetings for 2, 3, and 4 grade EBD students while Abby Ramirez is on leave).
- Kent Bass - PE Teacher: Taught through his prep period for **39 days** (while Jordyn Jarr is on leave).

If you have questions, please contact me.

CC: Kimberley Deming kdeming2@stpetersschools.org
Frances Long flong@stpetersschools.org
Megan Gracia mgracia@stpetersschools.org



Date: June 8, 2026

To: Dr. Jon Graff, Superintendent
Megan Gracia, Business Manager

From: Jana Sykora, Principal
South Elementary School

Re: Homeroom Overload Assignment
Quarter 4, 2025-2026 School Year

Our kindergarten enrollment numbers have resulted in our kindergarten teachers being on overload for all or part of the third quarter.

The 25-27 teacher contract states, "A kindergarten teacher will have no more than 21 students in his/her class. [...] If a classroom teacher is asked to teach a class that exceeds this number, he/she will be compensated using the overload assignment rate. [...] An elementary teacher will be paid \$44 per day."

I anticipate our kindergarten teachers will continue to have more than 21 students in class and will continue to submit memos quarters for overload assignments.

Fourth Quarter 3/31/2026-June 5 (44 instructional days + 1 PD Days + 1 work day)

• Sarah Hartfiel	more than 21 students 3/31-6/5/26	46 days
• Karissa Minks	more than 21 students 3/31-6/5/26	46 days
• Tressa Gruenzner	more than 21 students 3/31-6/5/26	46 days
• Bridget Powell	more than 21 students 4/13-6/5/26	39 days
• Janaye Rouillard	No overload Quarter 4	0 days
• Joyce Harvey	No overload Quarter 4	0 days

CC:

Frances Long

Sarah Hartfiel

Karissa Minks

Joyce Harvey

Bridget Powell

Tressa Gruenzner

Janaye Rouillard