

**OFFICIAL PROCEEDINGS
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 22
BECKER AND OTTERTAIL COUNTIES, DETROIT LAKES, MINNESOTA 56501**

**Regular School Board Meeting
Monday, September 22, 2025, 5:30 PM
City Hall ~ 1025 Roosevelt Ave, Detroit Lakes, MN, 56501**

Present: John Steffl, Michael Walther, Julie Smith-Yliniemi, Mary Rotter, Sanford Nelson

Absent: None Michelle Okeson

The meeting was called to order at 5:30 PM by Board Chair Steffl.

The Pledge of Allegiance was recited.

A motion was made by Walther seconded by Smith-Yliniemi, to approve the agenda. Motion carried unanimously.

Recognitions

Sandra Scherer — Congratulations on your Retirement as District Administrative Assistant following 28 years of dedicated service.

Anne Skjold, Cindy Johnson, Tanya Jacobs, Tammy Fagerlie, Margaret Krueger, Deb Olk, Wendy Dahring, Gwen Daly, Natasha Dahring, Sandy Westrum, and Dennis Lachowitz for all of their hard work during our summer food program.

The Project SEARCH Essentia Health Detroit Lakes Public Schools program was given an Employment Outcome award from the national Project SEARCH program for achieving high rates of competitive employment for interns after completion of the program. The award was received this past summer at the National Project SEARCH conference, which Rachelle Isaacson, Project SEARCH instructor, attended. This award is given to programs whose graduating interns have a 70% employment rate 9 months post graduating. We had a 75% employment rate our inaugural Project SEARCH year 2023-2024 and a 100%! employment rate 2024-2025! Way to go Project SEARCH instructor - Rachelle Isaacson, Skills Trainer Beth Hedstrom, partners Essentia Health St. Mary's, Blue Sky, Inc., Vocational Rehabilitation Services, and Becker County Human Services!!

Also - HUGE Thank You to the businesses partnering with Project LIFE, providing work-based learning experiences for 15 interns, two - three hours per day!

Lakeshirts: Stickers, IT, Customer Service and SVS

Central Market: Deli and Bakery

Ecumen: Nutrition Services and Housekeeping

Snap Fitness

SJE, Inc.

Donations were made by the following:

- Chemistry Set from Anna Schmitz for the High School.
- 100 pairs of shoes from the Mark Knutson Shoes for Kids Legacy Fund.
- \$100.00 from Steve Fuhs for the Laker Cupboard.
- \$500.00 from Bell Bank for the Laker Cupboard.
- \$500.00 from Pete and Jayne Thielen for Laker Football Program.
- \$1,000.00 from The DL Jaycees for the Laker Cupboard.

A motion was made by Nelson, seconded by Walther, to approve the following consent agenda items. Motion carried unanimously.

- A. Approve the Minutes of the August 25, 2025 Regular School Board Meeting.
- B. Approve K-12 Computer Checks #710633-710722 and #710725-710840 for a total of \$586,102.67.
Approve Hand Payable Checks #710534-710538, #710623-710632, Voided Checks #709872, and #710134,

and Wire Transfers #14687-14688, #14694-14698, #14784-14821, #14825-14860, and #14862, in the amount of \$456,895.52. Approve Net Payroll Transfers on 8/15/25, 8/22/25 and 8/29/25 in the amount of \$390,773.13 for a total of \$1,433,771.32.

- C. Approve Personnel Agenda Items
- D. Approve Second Reading of Policies:
- E. 413- Harassment and Violence
- F. 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse.
- G. 418-Drug-Free Workplace/Drug-Free School
- H. 420-Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions.
- I. 506- K-12 Discipline and Violence Prevention.
- J. 522- Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process.
- K. 707- Transportation of Public School Students.
- L. 709- Student Transportation Safety Policy
- M. 722- Public Data and Subject Requests
- N. 806- Crisis Management Policy
- O. Approve policies: 421- Gifts to Employees and School Board Members, 424- License Status, 428- Substitute Teacher Pay.
- P. Approve the Application for a High School Student fulfilling the requirements for Early Graduation as per School Board Policy 613 at the end of the first semester, January 16, 2026
- Q. Approve the Memorandum of Understanding between Detroit Lakes Public Schools and MAHUBE-OTWA Head Start for the 2025-2026 school year.
- R. Approve Second Reading of 2025-2026 ALC Student Handbook

Discussion was had on the following:

- 1. First Reading of 2025-2026 Student Handbooks:
 - a. Rossman
 - b. Roosevelt
 - c. Middle School
 - d. ALC
 - e. High School
- 2. August Board Meeting

Discussion was had on the following items:

- 1. First Reading of Policies:
- 2. Presenter: Walther, Board Director
- 3. 422- Policies Incorporated by Reference
- 4. 423- Employee-Student Relationships
- 5. 427- Workload Limits for Certain Special Education Teachers
- 6. 432- Employee Use of Social Media

A motion was made by Nelson, seconded by Smith-Yliniemie to approve Certification of Proposed 2025 Tax Levy Payable in 2026 for the 2026-2027 School Year.. Motion carried unanimously.

A motion was made by Smith-Yliniemie, seconded by Rotter to approve the Read Act Memorandum of Understanding between DLPS and EMDL for the periods of July 1, 2025 through June 30th 2027 and July 1, 2027 through June 30th, 2028. Motion carried unanimously.

A motion was made by Smith-Yliniemie, seconded by Walther to approve the Out-of-State Travel Request for FFA to the National FFA Convention. Motion carried unanimously.

Superintendent Jenson reported on happenings in the School District.

Student Reps gave a report.

Board Director Nelson gave an update on the Finance Committee.

Board Vice Chair Rotter gave an update on the Fundraising Committee

Board Chair Steffl announced the upcoming events.

A Motion was made by Walther, seconded by Smith-Yliniemi to Close the meeting pursuant to Minn. Stat. Sec. 13D.05, subd. 3(c): The School Board will develop or consider an offer to sell real property owned by the District. The Open Meeting Law, Minnesota Statutes Section 13D.05, subdivision 3(c), allows the School Board to close a meeting for the following purpose, among others: To develop or consider offers or counteroffers for the purchase or sale of real property. While in closed session, the Board will be reviewing an offer to sell the properties the District owns located at 220 and 204 Willow St. E, Detroit Lakes, MN 56501, Parcel ID Number 491451000, and 497066000. I will hereby entertain a motion to close this meeting for this purpose. Motion carried unanimously.

A motion was made by Smith-Yliniemi, seconded by ROTter to open the meeting. Motion carried unanimously.

A motion by Rotter, to adjourn the meeting at 6:50 PM, seconded by Smith-Yliniemi. Motion carried unanimously.

Respectfully submitted,

Julie Smith-Yliniemi, Clerk

PERSONNEL AGENDA

September 22, 2025

1) Resignations:

Jennifer Blanchard– Rossman Para, effective September 26, 2025.

Timmie Hansen– Roosevelt Special Education Para, effective August 26, 2025.

Mckenzie Kuehl– ECFE Paraprofessional, effective August 26, 2025.

Tanner Lane– Assistant Hockey Coach, effective September 8, 2025.

Abigail Maneval– Rossman Special Education Para, September 4, 2025.

Jennifer Reynolds– ECFE/SR Educational Assistant, September 21, 2025.

Katie Steinke– High School Special Education Para, effective September 1, 2025.

2) Retirements:

4) Appointments:

Rachel Anderson– Rossman Special Education Para, at the rate of \$18.20 per hour, working 37.5 hours per week, effective September 2, 2025.

Christopher Cotten– Roosevelt Custodian, at the rate of \$20.70 per hour, working 40 hours per week, effective August 29, 2025.

Vera Ferch– Roosevelt Special Education Para, at the rate of \$17.35 per hour, working 5.75 hours per day, effective September 7, 2025. ***pending HQ Status**

Kelly Gabriel Guida– Roosevelt Noon DUty/Education Assistant, at the rate of \$17.70 per hour, effective September 22, 2025. ***pending HQ Status**

Lori Haspel– Roosevelt Noon Duty/Educational Assistant, at the rate of \$17.35 per hour, working 20 hours per week, effective September 2, 2025.

Thea Haven-Farstad– Middle School Girls Tennis Coach, at the rate of \$1,368.56 per season, effective September 2, 2025.

Nicole Johnson– Roosevelt ECSE Para, at the rate of \$17.70 per hour, working 37.5 hours per week, effective September 2, 2025. ***pending HQ Status**

Shirley Janu– ABE Instructor, at the rate of \$36.19 per hour, working 32 hours per week, effective September 22, 2025.

Branson Lachowitzer– Central Kitchen Production Assistant, at the rate of \$19.50 per hour, working 22.5 hours per week, effective September 16, 2025.

Abby Leach– Middle School Boys Soccer Coach, at the rate of \$2,363.71 per season, effective September 2, 2025.

Abbey Miller– Rossman Laker Kids Assistant, at the rate of \$17.40 per hour, working up to 15 hours per week, effective September 2, 2025.

Mary Ann Nelmark– Rossman Laker Kids Assistant, at the rate of \$17.40 per hour, working up to 15 hours per week, effective August 26, 2025.

Mary Joy Pitchford– Roosevelt Custodian, at the rate of \$18.51 per hour plus \$1.00 per hour differential, working 29.75 hours per week, effective September 11, 2025.

Kristi Osland– High School Health Assistant, at the rate of \$17.35 per hour, working 25 hours per week, effective September 10, 2025.

Jordan Sawicki– E-Laker Instructor, at the rate of \$30 per hour, working 10 hours per week, effective September 2, 2025.

Wyatt Schlehr– High School Custodian, at the rate of \$20.70 per hour plus \$1.00 per hour differential pay, working 40 hours per week, effective August 25, 2025.

5) Amended Assignment:

Macy Bird– Laker Kids Assistant is amending her assignment from Roosevelt Summer Laker Kids to Rossman School Year Laker Kids, effective September 2, 2025.

Laura Blomseth– Title I/Noon Duty Para is amending her assignment from 5 hours per day to 5.5 hours per day, effective September 16, 2025.

Crystal Clay– Food Service Program Assistant is amending her assignment from no mileage stipend to \$52.27 per month, effective September 1, 2025.

Jason Collins– Confidential Head Custodian is amending his assignment from Middle School to Middle School and Roosevelt, effective September 1, 2025.

Jaxon Cornwell– Laker Kids Assistant is amending his assignment from Roosevelt Summer Laker Kids to Roosevelt School Year Laker Kids, effective September 2, 2025.

Carter Hanks– Lincoln Extended Care is amending his assignment to Roosevelt School Year Laker Kids Assistant, effective September 2, 2025.

Matie Hanson– is amending her assignment from Benefits Specialist to Payroll Coordinator, at the rate of \$27.58 per hour, effective October 1, 2025.

Tanya Jacobson– Food Service Program Assistant is amending her assignment from no mileage stipend to \$52.27 per month, effective September 1, 2025.

Brenna Johnson– Laker Kids Assistant is amending her assignment from Roosevelt Summer Laker Kids to Rossman School Year Laker Kids, effective September 2, 2025.

My linda Johnson– Laker Kids Supervisor is amending her assignment from Roosevelt Summer Laker Kids to Rossman School Year Laker Kids, effective September 2, 2025.

6) Leave of Absence:

Michelle Bregier– Food Service Production Assistant is requesting intermittent leave of absence beginning September 10, 2025.

Rachel Carlson– Rossman Special Education Teacher is requesting a leave of absence from October 20, 2025 through October 31, 2025.

Samantha Galloway– Middle School teacher is requesting a leave of absence from November 19, 2025 through December 24, 2025.

7) Sixth Period Pay

Will Blasczyk– High School Teacher is requesting sixth period pay for the first semester.

Lisa Ito– High School Teacher is requesting sixth period pay for the first semester.

Tom Vagle– High School Teacher is requesting sixth period pay for the first semester.