

Minutes of Regular Board Meeting

Menahga Public School District No. 821

Monday, June 23, 2025, 6:30 PM, HS Media Center

The June 23, 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.

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

Motion by Katie Howard to adopt the agenda as amended.
Seconded by Cherie Peterson and carried unanimously

Motion by David Treinen to remove the following from the consent agenda: Kenmark Invoice in the amount of \$397.00 and #2 Student activity guideline detail. Seconded by Cherie Peterson and carried unanimously.

Motion by David Treinen to approve the following consent items:

1. May 19, 2025 regular board meeting minutes; May 28, 2025 special board meeting minutes; June 2, 2025 policy committee meeting minutes;
- (2. Activity fund and monthly claims in the amount of \$597,177.51)
3. Notice of Assignments for the following extra-curricular coach/advisors: Kevin Sommers, Summer Rec Coach; Dreah Christiansen, Summer Rec Coach; Alexis Davidson, Summer Rec Coach; Kaisa Hendrickson, Summer Rec Coach; Aili Anderson, Summer Rec Coach; Joie Koll, Summer Rec Coach; Brayden Aho, Summer Rec Coach;
4. Teacher Contract with Aryanna Wetteland, High School Teacher, MA Step 6, 1.0 FTE per EMM Master Agreement, beginning with the 2025-2026 school year;
5. Teacher Contract with Madison Benham, Elementary School Teacher, BA Step 1, 1.0 FTE per EMM Master Agreement, beginning with the 2025-2026 school year;
6. Teacher Contract with Cassidy Bera, Title Interventionist, BA Step 1, 1.0 FTE per EMM Master Agreement, beginning with the 2025-2026 school year;
7. Teacher Contract with Lakyn Johnson, Elementary EOD Kindergarten Teacher, BA Step 2, .6 FTE per EMM Master Agreement, beginning with the 2025-2026 school year;
8. Communications Coordinator/District Office Support Contract with Mary Weaver, for July 1, 2025 through June 30, 2027;
9. Wadena County Family Service Collaborative Agreement;
10. MSBA Membership Renewal;
11. Lease Agreement with West Central MN Communities Action Inc.;
12. Athletic Trainer Agreement

Seconded by Sara Makela and carried unanimously.

Motion by Julia Kicker to approve the Kenmark invoice in the amount of \$397.00. Seconded by Cherie Peterson and passed 5-0-1 with David Treinen abstaining.

Motion by Katie Howard to accept the letter of resignation from Brian Carlson, High School Teacher, effective June 31, 2025. We thank Brian for his three 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 Alendra Ylitalo, Paraprofessional, effective June 10, 2025. We thank Alendra for her dedicated service to the students of our school. Seconded by David Treinen and carried unanimously.

Motion by Julia Kicker to accept the letter of resignation from Makayla Schweiss, Paraprofessional, effective May 1, 2025. We thank Makayla for her dedicated service to the students of our school. Seconded by Katie Howard and carried unanimously.

Motion by Katie Howard to accept the letter of resignation from Lolly Skoog, Paraprofessional, effective June 16, 2025. We thank Lolly for her three years of dedicated service to the students of our school. Seconded by Cherie Peterson and carried unanimously.

Motion by David Treinen to accept the letter of resignation from Claire Torola, Volleyball Coach, effective June 2, 2025. We thank Claire for her dedicated service to the students of our school. Seconded by Julia Kicker and carried unanimously.

Motion by Cherie Peterson that

After one year of service, we renew the contracts for 2025-2026 to the following certified staff: Rae Bayman, Nathan Luetgers, Delaney Crawl, Katri Haapala, Danielle Blomberg, Melissa Marsden, Alexa Leiran, and Rilee Michaelson.

After two years of service, we renew the contracts for 2025-2026 to the following certified staff: Allison Schmitz, Sam Olson, Logan Redetzke and Laura Takkunen.

After three years of service, we renew the contracts for 2025-2026 and grant tenure to Andria Bristow, Tanya Carney, Paige Pietila, MacKenzie Zetah, Larry Zadnikar, Jessica Wattenhofer. Seconded by Sara Makela and carried unanimously.

Motion by Katie Howard approve the extended probationary teacher contract with Pam Johnson as presented. Seconded by Julia Kicker and carried unanimously.

Motion by Julia Kicker to approve the extended probationary teacher contract with Jolene Harris as presented. Seconded by Sara Makela and carried unanimously.

Motion by David Treinen to approve the request from Menahga Girls Varsity basketball team to attend an out-of-state basketball tournament at Wisconsin Dells on July 8, 2025 to July 10, 2025. All expenses to be paid through Menahga basketball boosters. Seconded by Cherie Peterson and carried unanimously.

Motion by Julia Kicker to approve the request from Menahga Boys Varsity basketball team to attend an out-of-state basketball tournament at Wisconsin Dells on July 8, 2025 to July 10, 2025. All expenses to be paid through Menahga basketball boosters. Seconded by Cherie Peterson and carried unanimously.

Motion by Katie Howard to approve the request from UNC Wrestling team to attend an out-of-state Malecek camp at Wisconsin Dells on June 23, 2025 to June 27, 2025. All expenses to be paid through UNC Boosters. Seconded by Sara Makela and carried unanimously.

Motion by Katie Howard to approve Audio Enhancement's proposal not to exceed the amount of \$138,652.54. Seconded by Julia Kicker and carried unanimously.

Andrea Haverinen left meeting at 7:30 p.m. and returned at 7:34 p.m.

Motion by Julia Kicker to approve J-Brothers Mechanical Plus quote not to exceed \$2,410.00. Seconded by David Treinen and carried unanimously.

Board member Cherie Peterson introduced the following resolution Appointing Identified Official with Authority (IOWA) for the External User Access Recertification System

WHEREAS the Minnesota Department of Education requires that school districts annual designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA).

THEREFORE, the Menahga Public School Board recommends to authorize Jason Kjos to act as the Identified Official with Authority (IOWA) for Menahga Public School District 0821-01.

Resolution duly seconded by Julia Kicker

And upon a roll call vote being taken, the following voted in favor: Cherie Peterson, Sara Makela, Julia Kicker, Andrea Haverinen, Katie Howard, and David Treinen.

And the following voted against: none

Motion by Katie Howard to approve the letter of audit engagement from Eide Bailly for FY2025. Seconded by Sara Makela and carried unanimously.

Sara Makela left meeting at 7:54 p.m. and returned at 7:59 p.m.

Motion by Julia Kicker to approve the FY26 Budget as presented. Seconded by Katie Howard and carried unanimously.

Motion by Cherie Peterson to call for quotes for the goods and services for FY26.
Seconded by Sara Makela and carried unanimously.

Motion by Katie Howard to approve the calendar change on October 20, 2025 from an instructional day to staff development day. Seconded by David Treinen and carried unanimously.

The following resolution was introduced by Katie Howard

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: \$750.00 to Menahga Summer School program from West Central, \$5,000.00 to Menahga Art League from Edward Jones.

Resolution seconded by Julia Kicker

The vote on adoption of the Resolution was as follows:

voting aye: Sara Makela, Julia Kicker, Andrea Haverinen, Katie Howard, David Treinen, and Cherie Peterson.

voting nay: none

absent: none

Whereupon, said resolution was declared duly adopted.

Motion by Sara Makela to accept, with gratitude, the following grant(s); Innovative Schools Project Grant processed by the Community Ed Committee in the amount of \$5000.00. Seconded by Cherie Peterson and carried unanimously.

Motion by Andrea Haverinen to approve the second reading and adoption of policy 413 Harassment and Violence as amended. Seconded by Katie Howard and carried

unanimously.

Motion by Julia Kicker to approve the second reading and adoption of policies, 422 Policies Incorporated by Reference, 423 Employee-Student Relationships, 427 Workload Limits for certain Special Education Teachers as presented. Seconded by Sara Makela and carried unanimously.

Motion by Katie Howard to approve the second reading and adoption of Policy 602 Organization of School Calendar and School Day as presented. Seconded by Cherie Peterson and carried unanimously.

Motion by David Treinen to approve the second reading and adoption of Policy 605 Alternative Educational Services as presented. Seconded by Cherie Peterson and carried unanimously.

Motion by Sara Makela to adjourn the June 23, 2025 regular meeting of the Menahga Public School board at 8:29 p.m. Seconded by Katie Howard and carried unanimously.

Respectfully submitted,

Katie Howard, Clerk