

Minutes of Regular School Board Meeting Saint Peter Public Schools

A Regular Board Meeting of the School Board of Saint Peter Public Schools was held Wednesday, June 18, 2025, in the Saint Peter Community Center - Governor's Room. Board Chair Potts called the meeting to order at 5:03 PM. **Members Present:** Ken Rossow, Tracy Stuewe, Charlie Potts, Bill Kautt, Drew Dixon and Kate Martens.

Members Absent: Rita Rassbach

Others Present: Jeff Olson, Megan Gracia, Seth Putz, Ytive Prafke, Darin Doherty, Jon Graff, Annette Engeldinger, Kimberley Deming and members of the public.

A motion was made by Stuewe, seconded by Kautt, to Adopt the Agenda as presented. The motion carried unanimously.

The Consent Agenda items listed below were approved on a motion by Martens, seconded by Rossow. The motion carried unanimously.

1. Approval of the Regular Board Meeting minutes of May 21, 2025.
2. Approval of Bills and Wire Transfers (\$4,091,812.64) for May 2025.
3. Personnel
 - a. The acceptance of the retirement of Stella Meixner.
 - b. The approval of the re-assignment of Niki Zitur.
 - c. The approval of the re-assignment of John (Scott) Robinson.
 - d. The approval of the re-assignment of Marisa Woitas.
 - e. The approval of the re-assignment of Brittney Walters.
 - f. The approval of the re-assignment of Joey Brown.
 - g. The approval of the transfer of Ethan Sindelir.
 - h. The acceptance of the resignation of Jake Malz.
 - i. The acceptance of the resignation of Lily McCargar.
 - j. The acceptance of the resignation of Anna Leafblad.
 - k. The acceptance of the resignation of Ellie (Ellen) Fischenich.
 - l. The acceptance of the resignation of Melanie Attenberger.
 - m. The acceptance of the end of employment for Marcia Wenner.

- n. The approval of the hiring of Shannon Nimps.
- o. The approval of the hiring of Cole Petersen.
- p. The approval of the hiring of Lisa Seneear.
- q. The approval of the hiring of Chelsey Crary.
- r. The approval of the hiring of Emmelyn King.
- s. The approval of the hiring of Michelle Javens.
- t. The approval of the hiring of Jodi Helder.
- u. The approval of the hiring of Molly Moller.
- v. The approval of the hiring of Jonathan Smith.
- w. The approval of the hiring of Andrew Sorbo.
- x. The approval of the hiring of Emma Bohmer.
- y. The approval of the hiring of Miah Castillo.
- z. The approval of the hiring of Olivia Seys.
- aa. The approval of the hiring of Hailee Guth.
- bb. The approval of the hiring of Devyn Welp.
- cc. The approval of the hiring of Gretta Baker.
- dd. The approval of the return of Summer Saints Overtime Assistants.
- ee. The approval of the FMLA leave request for Christina Kienlen.

Action Items

A motion was made by Kautt, seconded by Dixon to Accept Donations from the St. Peter Booster Club, the Osceola Council #30 Degree of Pocahontas and Saint Peter local area businesses. The motion carried unanimously.

Business Manager Megan Gracia presented information regarding the Preliminary 2025-2026 Budget. A motion was made by Rossow, seconded by Kautt to Approve the budget as presented. The motion carried unanimously.

A motion was made by Kautt, seconded by Stuewe, to Approve the District's Individual Employment Agreements. All of the agreements are within salary/benefit parameters set by the Board. The motion carried unanimously.

A motion was made by Kautt seconded by Rossow, to Approve the District's Membership in the Minnesota State High School League (MSHSL). After a roll call vote, the resolution passed. Rossow, Stuewe, Potts, Dixon, Kautt and Martens - yes/0 no/1 absent.

A motion was made by Martens, seconded by Dixon, to Approve the District's Membership in the Minnesota School Boards Association (MSBA) for 2025-2026. The motion carried unanimously.

Business Manager Megan Gracia presented information on the Yearly Governmental Lease. A motion was made by Stuewe, seconded by Kautt, to Consider the Resolution

Approving the Lease through HomeTown Bank. After a roll call vote, the resolution passed. Rossow, Stuewe, Potts, Dixon, Kautt and Martens - yes/0 no/1 absent.

A motion was made by Dixon, seconded by Martens, to Consider Approval of the New "Three-Tiered Approval Approach" for Mend the Middle Project Change Orders. The motion carried unanimously.

Dr. Graff presented the final version of the District's Culturally Responsive Teacher Development and Evaluation Rubric. A motion was made by Dixon, seconded by Martens, to Consider the Approval of the Rubric. The motion carried unanimously.

A motion was made by Stuewe, seconded by Rossow, to Consider Approval of a True North Consulting Partnership (TNCP) Contract with the District. The motion carried unanimously.

A motion was made by Martens, seconded by Stuewe, to Consider Approval of Tenure Action for Probationary Teachers within the District. The motion carried unanimously.

A motion was made by Martens, seconded by Kautt, to Consider Approval of Policy 412.1 after a Second Reading. The motion carried unanimously. A discussion was had regarding non-school sponsored related field trips within Policy 610. Rossow made a motion, seconded by Stuewe to table discussion regarding Policy 610 to conduct further research. The motion carried unanimously.

Information Items

School Board Election Filing Dates - There are three School Board Members with Terms expiring in 2025. The State of Minnesota has timelines and guidance that must be followed in filling these three positions. The required public notification was discussed.

A First Reading of Revisions to Policy 417 - Chemical Use and Abuse was presented. The policy has numerous changes to conform with recommended modifications from the Minnesota School Boards Association.

Reports

Updates were provided by the following Building Principals:

Early Childhood

- 28 preschoolers are attending the ECSE Summer School Program
- Read and Fee started on June 4th. On average, 60 meals for breakfast and 220 meals for lunch are being served daily.
- ADSIS Grant was approved for \$141,673

South

- Kindergarten registration is up to 120 students
- Oshawa is busy filling open positions
- Summer School is running through June 22nd

North Elementary

- North is "The Hub" of summer activity
- Summer School Programming for K-8 begins July 7th
- North Elementary turned in a School of Excellence application
- Stella Meixner is retiring after 31 years of dedication to the district

Saint Peter Middle School

- The Master Schedule has been completed for 2025-26
- Student schedules are being created
- On June 18th Dr. Graff attended the MEP Conference in Owatonna
- The Mend the Middle Project is on schedule
- Dr. Graff is working on the transition of Jessica Buttell stepping into the role of SPMS Principal.

Saint Peter High School

- Principal Engeldinger thanked School Board Members for attending the graduation ceremony
- Spring sports were very successful with lots of athletes going to state
- Discussions are taking place about using Frank Fredlund donations towards a new Press Box
- A grant has been awarded through MN Housing for \$99,999 through partnership with Habitat for Humanity.
- 31 kids attending Credit Recovery

Superintendent of Schools - Superintendent Olson discussed the District's Comprehensive Communication Plan, gave an update on the search of a location for the Rock Bend program, and he thanked the School Board for the opportunity to serve the community and the District.

Around the Table Updates - Board Members thanked Dr. Olson for his service, guidance and for helping the District out during a time of need. Mr. Rossow congratulated spring sports participants. Ms. Stuewe thanked the teachers for their hard work on grant writing and students for their hard work at summer school. Chair Potts stated that he's excited about all that is happening within the District and the transitions that are to come. Mr. Kautt congratulated the spring athletes on their successes and asked for the School Boards permission on creating a resolution regarding funding for K-Ready programs.

Board Committee Updates -

- a. *Education Committee* - nothing additional noted
- b. *Business Committee* - nothing additional noted
- c. *Policy Committee* - there is a lot to be determined with policy changes and the committee will be busy with upcoming revisions.
- d. *HR Committee* - nothing additional noted
- e. *Ad Hoc Legislative Committee* - nothing additional noted

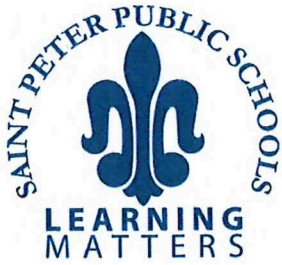
Upcoming Meetings of the School Board

- Business Committee Meeting - Wednesday, July 9, 2025 at 10:00 AM at the HS
- Policy Review Committee Meeting - Wednesday, July 9, 2025 at 4:00 PM at the HS
- Education Committee Meeting - Thursday, July 10, 2025 at 1:00 PM at the HS
- Regular School Board Meeting - Wednesday, July 16, 2025 at 5:00 PM in the SPCC - Governor's Room

Adjournment - A motion was made by Stuewe, seconded by Dixon, to adjourn the meeting at 6:46 PM. The motion carried unanimously.

Dated Approved: July 16, 2025

Kate Martens, Board Clerk



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Date: July 3, 2025

To: Dr. Jon Graff - Superintendent

From: Bee Ong - Finance Accountant

Re: **Monthly Board Bills, Payroll &
Student Activity Amounts:**

June 2025 - Business Office checks	\$1,666,636.04
June 2025 - Business Office wire payments	\$1,128,990.05
June 2025 - Payroll	\$1,196,679.80
June 2025 - Student Activity	\$38,786.50
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	<u>\$4,031,092.39</u>

St. Peter Public Schools	Jun-25	
Outgoing Wire Payments		
MSDLAF to USBank (Feb/Aug bond pymt)		
BCBS - medicare health	6/23/2025	826.00
BCBS - medicare health	6/23/2025	12,039.60
Medicare Blue RX	6/2/2025	7,955.00
Life	6/2/2025	2,909.63
LTD	6/2/2025	4,174.14
FNB BO to VISA	June	17,900.39
Wire of federal payroll taxes	6/13/2025	170,752.39
Wire of federal payroll taxes	6/18/2025	47.52
Wire of federal payroll taxes	6/30/2025	242,607.96
Wire of state payroll taxes	6/2/2025	0.58
Wire of state payroll taxes	6/2/2025	33,854.76
Wire of state payroll taxes	6/16/2025	29,131.09
PERA payments	6/13/2025	26,666.54
PERA payments	6/18/2025	25.18
PERA payments	6/30/2025	21,454.29
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TRA payments	6/13/2025	91,148.50
TRA payments	6/30/2025	135,583.38
Horace Mann	6/16/2025	2,185.00
Ameriprise/NBSGroup Bill	6/16/2025	2,275.00
Colonial Life	6/12/2025	13,447.09
EyeMed		
HomeTown - Dental direct debits	6/2/2025	2,797.26
HomeTown - Dental direct debits	6/9/2025	1,554.18
HomeTown - Dental direct debits	6/16/2025	4,383.80
HomeTown - Dental direct debits	6/23/2025	5,875.20
HomeTown - Dental direct debits	6/30/2025	2,991.72
HomeTown - BCBS debits	6/5/2025	82,406.36
HomeTown - BCBS debits	6/12/2025	65,952.34
HomeTown - BCBS debits	6/20/2025	65,637.49
HomeTown - BCBS debits	6/26/2025	63,560.84
HomeTown - Healthiest You	6/10/2025	2,668.00
FNB HSA/VEBA-Medsurety/Matrix Trust	June	16,178.82
	Total Outgiong Wire Payments	1,128,990.05