

Minutes of Organizational Meeting

Menahga Public School District No. 821

Monday, January 5, 2026, 6:00 PM, HS Media Center

Chair Haverinen called the January 5, 2026 organizational meeting of the Menahga Public School Board to order at 6:10 p.m. with the Pledge of Allegiance and Mission and Vision Statement.

Members present: Andrea Haverinen, Julia Kicker, Katie Howard, Sara Makela, and Cherie Peterson. Also present: Jay Kjos, Superintendent.

David Treinen attended virtually.

Motion by Cherie Peterson to approve the agenda as presented. Seconded by Julia Kicker and carried unanimously.

Motion by Cherie Peterson to cast a unanimous ballot for 2026, as follows: Office of Chair, Katie Howard nominated by Cherie Peterson. Office of Vice Chair, Andrea Haverinen nominated by Cherie Peterson. Office of Clerk, Cherie Peterson nominated by Katie Howard. Office of Treasurer, Julia Kicker nominated by Cherie Peterson. Seconded by Julia Kicker and carried unanimously.

Call to order by Katie Howard the 2026 Chair for the purpose of completing this meeting at 6:16 p.m.

Motion by Andrea Haverinen to set the 2026 regular school board and committee meeting as follows;

Regular Meeting Schedule: in the HS Media Center at 6:30 p.m. or unless otherwise noted;

- January 26, 2026 Regular Board Meeting, 6:30 p.m.
- February 9, 2026 Regular Board Meeting, 6:30 p.m.
- March 16, 2026 Regular Board Meeting, 6:30 p.m.
- April 13, 2026 Board Retreat, 6:30 p.m. location TBD
- April 20, 2026 Regular Board Meeting, 6:30 p.m.
- May 18, 2026 Regular Board Meeting, 6:30 p.m.
- June 15, 2026 Regular Board Meeting, 6:30 p.m.
- July 20, 2026 Strategic Plan Update, 4:30 p.m.
- July 20, 2026 Regular Board Meeting, 6:30 p.m.
- August 10, 2026 Community Pork Feed, 4:00 p.m. location TBD
- August 17, 2026 Regular Board Meeting, 6:30 p.m.
- September 21, 2026 Regular Board Meeting, 6:30 p.m.

October 19, 2026 Regular Board Meeting, 6:30 p.m.
November 9, 2026 Work Session, 6:30 p.m. location TBD
November 23, 2026 Regular Board Meeting, 6:30 p.m.
December 14, 2026 Regular Board Meeting, 6pm Truth in Taxation

Policy Committee Meetings: meetings will be held in the District Conference Room;
February 2, 2026 4:00 p.m.
March 2, 2026 4:00 p.m.
April 13, 2026 4:00 p.m.
May 4, 2026 4:00 p.m.
June 1, 2026 4:00 p.m.
July 6, 2026 4:00 p.m.
August 3, 2026 4:00 p.m.
September 14, 2026 4:00 p.m.
October 5, 2026 4:00 p.m.
November 2, 2026 4:00 p.m.
December 7, 2026 4:00 p.m.

Community Ed, & Building and Grounds Meetings:

February 19, 2026 Community Ed 2:00 p.m. Building and Grounds 4:00 p.m.
May 14, 2026 Community Ed 2:00 p.m. Building and Grounds 4:00 p.m.
August 13, 2026 Community Ed 2:00 p.m. Building and Grounds 4:00 p.m.
November 12, 2026 Community Ed 2:00 p.m. Building and Grounds 4:00 p.m.

Seconded by Julia Kicker and carried unanimously.

Motion by David Treinen to approve school board compensation as follows for 2026:
\$80/mtg if less than 4 hours;
\$95/mtg if more than 4 but less than 6 hrs;
\$140/mtg if more than 6 hours.

Officer stipends as follows:

*\$350/month for the Chair;
\$250/yr for the Vice-Chair;
\$250/yr for the Clerk;
\$250/yr for the Treasurer*

Seconded by Sara Makela and carried unanimously.

Motion by Cherie Peterson to approve the following liaison assignments and committees:

Board Delegates and Liaison 2026:

Building Advisory: Katie Howard and David Treinen

Community Education: Andrea Haverinen

Crisis Management: David Treinen and Sara Makela

Freshwater Education District: Katie Howard

Minnesota School Board Association: Andrea Haverinen

Minnesota State High School League: David Treinen

Pairing and Sharing: Katie Howard and Cherie Peterson

Policy: Andrea Haverinen, Julia Kicker and Cherie Peterson

Negotiations:

Licensed: Katie Howard and Julia Kicker

Paraprofessionals: Katie Howard and Cherie Peterson

Principals: Andrea Haverinen and David Treinen

Rebranding: Cherie Peterson, Sara Makela and David Treinen

Region 5 Development Commission: Andrea Haverinen

Sourcewell: Julia Kicker

Wadena County Collaborative: Cherie Peterson

Wellness: Sara Makela

Seconded by Andrea Haverinen and carried unanimously.

Motion by Julia Kicker to name the Review Messenger as the official 2026 Menahga Public School Dist 821 official newspaper. Seconded by Cherie Peterson and carried unanimously.

Motion by Cherie Peterson to hereby authorize the following as 2026 official school depositories; Community First Bank of Menahga and Sebeka, the Minnesota School District Liquid Asset Fund, MN Trust, and any other United States Insured Banking Institution insured with FDIC coverage provided deposits do not exceed \$250,000 at any time with the exception of the local bank and the Liquid Asset Fund and MN Trust Fund, whereupon deposits are authorized to exceed \$250,000 provided current Certificates of Collateral are on file with said institutions. Seconded by Andrea Haverinen and carried unanimously.

Motion by Andrea Haverinen to introduce the following resolution;

WHEREAS, from time to time problems arise which require consultation with legal counsel, and WHEREAS, the School Board may not have time to meet specifically to hire legal counsel for a particular circumstance that has arisen, and therefore, a general authorization to contract legal counsel is appropriate, and WHEREAS, the School Board reserves the right to hire any legal counsel of its choice for any particular matter, now THEREFORE, BE IT RESOLVED; by the School Board of ISD No. 821, as follows: The Superintendent is hereby authorized to contract the law firms of Kennedy & Graven and Pemberton Law for consultations at the discretion of the Superintendent, School Board Chair or majority of the board. Seconded by Cherie

Peterson.

The following voted in favor: Cherie Peterson, Sara Makela, Julia Kicker, Andrea Haverinen, David Treinen, and Katie Howard.

and the following voted against: none

Above resolution was duly passed.

Motion by Andrea Haverinen to approve the following;

BE IT RESOLVED: That the District hereby authorizes the Superintendent and Business Manager to cause the use of Facsimile Signatures of the officers on the School District checks after proper School Board authorization approving the payments of said claims or services, to make wire transfers, and to invest school funds in qualifying investments per previous listing of designated financial institutions. Seconded by Sara Makela.

The following voted in favor: Sara Makela, Julia Kicker, Andrea Haverinen, Katie Howard, David Treinen, and Cherie Peterson.

and the following voted against: none

Above resolution was duly passed.

Motion by Julia Kicker to authorize the use of the School District credit card, which purchases must comply with all statutes and school district policies, by the following employees: Superintendent, Business Manager, Principals, Activities Director, Transportation Supervisor, Advisors and/or Coaches, and any others as is deemed necessary by the Superintendent. Purchases must have prior approval by the School District. Seconded by David Treinen and carried unanimously.

Motion by Sara Makela to authorize the superintendent to employee substitutes and others as well as occasional seasonal temporary employees as needed. Seconded by Andrea Haverinen and carried unanimously.

Motion by Cherie Peterson to name Lisa Parrish, Elementary Principal, as the Title LEA representative for 2026. Seconded by Sara Makela and carried unanimously.

Motion by Andrea Haverinen to adjourn the January 5, 2026 organizational meeting of the Menahga Public School board at 6:37 p.m. Seconded by Cherie Peterson and carried unanimously.

Respectfully Submitted,

Cherie Peterson, Clerk