**Agenda Glacial Hills Elementary School**
Starbuck MN 56381
**Regular Meeting Agenda**
**Monday May 19th, 2025**

**Personnel Committee Meeting – NONE**
**Policy Committee Meeting – NONE**
**Regular Meeting – 5:30 p.m.**

Our **mission** is to create an innovative, dedicated, safe and caring environment for students in kindergarten through sixth grade. This is accomplished by collaborating with families and staff to achieve academic success and environmental literacy through hands-on-learning and individualized instruction.

Our **vision** is to shape academically strong, respectful and responsible students. Students will reach their full potential and become lifelong learners and positive members of society when their individual academic, behavioral, and social needs are addressed.

**Personnel Committee Meeting – NONE**

**Policy Committee Meeting - NONE**

**Regular Meeting Agenda:**

1. Call to Order by Chairperson. *Meeting was called to order at 5:36 PM*

2. Members Present:
   ___x__*Kristi Gruber*
   _____ *Colter Combellick*
   __*x*___ *Jessica Albertsen*
   __x___*Ashley Boutain*
   ___*x*__*Danielle Kulzer-Douvier*
   __*x*___*Jesse Wartner*

   Also, Present: *Jodee Lund, Glen Pederson*

3. Members Absent:
   _____*Kristi Gruber*
   ___*x*__ *Colter Combellick*
   _____ *Jessica Albertsen*
   _____*Ashley Boutain*
   _____*Danielle Kulzer-Douvier*
   _____*Jesse Wartner*

4. Conflicts of Interest?

5. Approve minutes of the last regular meeting.
   *Motion to approve by: Jesse*
   *Second by: Danielle*
   *Discussion:*
   *Motion passed unanimously with 5 yay, 0 nay and abstained*

6. Review and approve agenda
   *Motion to approve by: Kristi*
   *Second by: Jessica*
   *Discussion:*
   *Motion passed unanimously with 5 yay, 0 nay and abstained*

7. Ongoing Board Training: An email was sent out for annual training that will be offered virtually through OW in June.
   *Discussion: Updated new board member on timelines and requirements*

8. Monitor Financials consider purchase order requests, approve bills and wire transfers

   *There no purchase order requests.*

   *There are bills totaling* $114,855.69 and bank transfers of $110,025.00 for April (Details: See attached Reports)
   Summary Payment Register- Checks and Wires $103,942.93
   Detailed Payment Register-Checks $47,189.86
   Detailed Payment Register-Wires $67,665.83
   Eagle Bank Transfers - $110,025.00

   *Motion to approve by: Jesse*
   *Second by: Danielle*
   *Discussion: Nathe refrigeration- compressor bill, 10 plus years of use left in 2 door freezer*
   *Motion passed unanimously with 5 yay, 0 nay and abstained*

   - Approve [April] Cash Flow Report.

     *Motion to approve by: Danielle*
     *Second by: Jessica*
     *Discussion: projected surplus of $87,943, plan for higher ADM, limited spending of REAP funds to help offset*
     *Motion passed unanimously with 5 yay, 0 nay and abstained*

   - Approve [April] Finance Report

     *Motion to approve by: Ashley*
     *Second by: Danielle*
     *Discussion: 84% through year, glen worked with auditor to look through food service for revenue and expenses, plan to limit food waste*
     *Motion passed unanimously with 5 yay, 0 nay and abstained*

   - Approve 2025-2026 budget.

     *Motion to approve by: Jesse*
     *Second by: Danielle*
     *Discussion: currently running a deficit, discussed estimated and actual salaries, some shifting expected, includes staff raises, discussed shifting positions with title, paraprofessionals, and CultivateU, budget built without adding ADSIS*
     *Motion passed unanimously with 5 yay, 0 nay and abstained*

9. Directors Report
   - School visits

- Design Principles - Relevance, Connection and Community, High Expectations with Unlimited Opportunities, and Customization
- Ninja Night
- State Park Family Day

10. New Business

- Review summary of Director Evaluation results and updates to the Director Evaluation process based on OW feedback (board evaluation 4 times a year, and evaluated on academic and environmental education goals).

  *Scored effective to exemplary across board, parent, and staff results. Limited responses from parents (4). Most participation from staff. Director Lund has the ability to review specific feedback to use in drafting future goals.*

- Approve contract renewal DHH contracted service through Jane Conlin for 2025-2026 school year.

  *Motion to approve by: Jesse*
  *Second by: Jessica*
  *Discussion: services for next year, kindergarten*
  *Motion passed with 5 yay, 0 nay and abstained*

- Approve contract renewal for Indigo Education for Special Education Director for 2025-2026 school year with reduction to 3 hours a week.

  *Motion to approve by: Danielle*
  *Second by: Ashley*
  *Discussion: currently paying for 4, saving of $7,000*
  *Motion passed with 5 yay, 0 nay and abstained*

- Approve contract renewal with A Chance to Grow for 3rd Party Billing.

  *Motion to approve by: Jessica*
  *Second by: Jesse*
  *Discussion: annual*
  *Motion passed with 5 yay, 0 nay and abstained*

- Accept Great Start Compensation Support Grant for Child Care ($2175) and for Preschool ($2231.25).

  *Motion to approve by: Kristi*
  *Second by: Jessica*
  *Discussion:*
  *Motion passed with 5 yay, 0 nay and abstained*

- Renew contract with school director, Jodee Lund.

  *Motion to approve by: Danielle*
  *Second by: Jessica*
  *Discussion: maintaining from previous year*
  *Motion passed with 5 yay, 0 nay and abstained*

- Assign Jodee Lund, Director, as IOwA for SY25-26.

  *Motion to approve by: Jesse*

*Second by: Jessica*
*Discussion: provides access to MDE*
*Motion passed unanimously with 5 yay, 0 nay and abstained*

- Approve contract with Bergen KDV to assist with year-end auditing prep.
  *Motion to approve by: Danielle*
  *Second by: Kristi*
  *Discussion: auditing firm to help with prep*
  *Motion passed unanimously with 5 yay, 0 nay and abstained*

- Approve contract with Clifton Larson Allen to assist with year-end accounting for audit.
  *Motion to approve by: Jessica*
  *Second by: Jesse*
  *Discussion:*
  *Motion passed unanimously with 5 yay, 0 nay and abstained*

- Designate official depository (Eagle Bank, Starbuck, MN)
  *Motion to approve by: Jessica*
  *Second by: Danielle*
  *Discussion:*
  *Motion passed unanimously with 5 yay, 0 nay and abstained*

- Authorize Glen Pederson, business manager, to sign checks and make electronic transfers for FY 25-26.
  *Motion to approve by: Jesse*
  *Second by: Kristi*
  *Discussion:*
  *Motion passed unanimously with 5 yay, 0 nay and abstained*

- Approve Bremer Bank for ACH processing.
  *Motion to approve by: Jessica*
  *Second by: Danielle*
  *Discussion:*
  *Motion passed unanimously with 5 yay, 0 nay and abstained*

- Approve updated Lottery Policy and Enrollment Policy and Procedure.
  *Motion to approve by: Jessica*
  *Second by: Ashley*
  *Discussion: updated language, and reviewed policy*
  *Motion passed unanimously with 5 yay, nay and abstained*

11. Motion to Adjourn at 6:44 p.m.
    *Motion to approve by: Danielle*
    *Second by: Ashley*
    *Discussion:*
    *Motion passed unanimously with 5 yay, 0 and abstained*

**Next Regular board meeting date is Monday, June 23th at 5:30 pm.**