

**SCHOOL BOARD MEETING AGENDA**  
**INDEPENDENT SCHOOL DISTRICT NO. 593**  
**CROOKSTON HIGH SCHOOL CHOIR/ORCHESTRA ROOM**  
**MONDAY, JULY 24, 2023**  
**5:00 P.M.**

1. **CALL TO ORDER** – Frank Fee, Chairperson
  - 1.1 Pledge of Allegiance
  - 1.2 Visitors may share concerns with the School Board, but these concerns are limited to five minutes per topic. Due to data privacy regulations, personnel issues are rarely handled in this forum. The number of presentations may be limited in the interest of running a timely meeting. Issues will not be debated and no action will be taken. The Chairperson usually will direct the Superintendent to prepare a response to the concern.
  
2. **APPROVE AGENDA**
  - 2.1 Additions or Corrections to the agenda
  
3. **CONSENT AGENDA** – These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the consent agenda and placed elsewhere on the agenda.
  - 3.1 Approval of prior Minutes
    - 3.1.1 Regular Meeting on June 26, 2023
  - 3.2 Approval of Current Bills
  - 3.3 Personnel Items
    - 3.3.1 Accept resignation letter from Jessica Holzer, Admin. Asst. at CHS (letter on file)
    - 3.3.2 Accept resignation letter from Heidi Achartz, Music Instructor at HES (letter on file)
    - 3.3.3 Accept retirement letter from Laura Lyczewski, Business Manager (letter on file)
    - 3.3.4 Approve employment with Toni Gullekson, Special Ed Instructor at HES
    - 3.3.5 Approve employment with Marianne Isaacs as Special Ed Paraprofessional
    - 3.3.6 Approve employment with Melinda Larson as Special Ed Paraprofessional
    - 3.3.7 Approve employment with Timothy Sanchez as Special Ed Paraprofessional
    - 3.3.8 Approve employment with Mandie Stoe as Special Ed Paraprofessional
    - 3.3.9 Approve employment with Katie Scott as Special Ed Paraprofessional
  - 3.4 Approve Student Handbooks for 2023-2024 School Year
    - 3.4.1 Crookston High School
    - 3.4.2 Crookston Middle School
    - 3.4.3 Highland Elementary School
    - 3.4.4 Washington Elementary School
  - 3.5 Approve Staff Handbooks
    - 3.5.1 Highland Elementary School
  - 3.6 Designate Official Financial Institutions
    - 3.6.1 Payroll Account: United Valley Bank, Crookston, MN
    - 3.6.2 Financial Account: Bremer Bank, Crookston, MN
    - 3.6.3 Lock Box Account (direct wire of State funds): Bremer Bank, Crookston, MN
  - 3.7 Designate investment authority
    - 3.7.1 Randal Bergquist, Superintendent
    - 3.7.2 Laura Lyczewski, Business Manager
  - 3.8 Designate Official Signatories
    - 3.8.1 Financial Operations:
      - 3.8.1.1 Frank Fee, School Board Chairperson
      - 3.8.1.2 Mike Theis, School Board Clerk
      - 3.8.1.3 Tim Dufault, School Board Treasurer
      - 3.8.1.4 Randal Bergquist, Superintendent
      - 3.8.1.5 Laura Lyczewski, Business Manager
  - 3.9 Designate Personnel to lease, purchase and contract for budgeted goods and services
    - 3.9.1 Randal Bergquist, Superintendent
    - 3.9.2 Laura Lyczewski, Business Manager
  - 3.10 Accept grants/donations:

- 3.10.1 Donation in the amount of \$3,500 from Pirate Boosters for a VIBE Board for Boy's Hockey
- 3.10.2 Donation in the amount of \$4,350 from Pirate Boosters for ½ of the cost of a Hudl Subscription for Volleyball, Football, Boys & Girls Soccer, Boys & Girls Basketball, and Boys & Girls Hockey teams
- 3.10.3 Donation in the amount of \$2,500 from the Fraternal Order of the Eagles for the FFA Program
- 3.10.4 Donation in the amount of \$500 from the Fraternal order of the Eagles Charity for the FFA Program
- 3.10.5 Donation in the amount of \$6,500 from the Pirate Boosters for the purchase of ½ of a trailer to be used for the athletic program

4. **MAIN AGENDA**

- 4.1 Approve Long-Term Facilities Maintenance Plan – ten-year plan
- 4.2 Approve Crookston Education Association (CEA) Master Agreement for 2023-24; 2024-25
- 4.3 Approve Gehrtz Construction Services as Construction Manager for the Multiuse Complex Facility

5. **REPORTS**

- 5.1 Administrative Reports
  - 5.1.1 Matt Torgerson – CHS / Cierra Hangsleben - CMS
  - 5.1.2 Chris Trostad – HES
  - 5.1.3 Denice Oliver – WES
  - 5.1.4 Kathy Stronstad – Special Services
- 5.2 Superintendent's Report: Randal Bergquist

6. **MEETING DATES**

- 6.1 The next regular Board Meeting is scheduled for **Monday, August 28, 2023** at 5:00 p.m. at the Crookston High School Choir/Orchestra Room

7. **ADJOURNMENT**