

**Unadopted Minutes
REGULAR SCHOOL BOARD MEETING
Albany Area Schools – ISD #745
District Office Board Room
November 8, 2023**

1. Call to Order

The meeting was called to order by Chair Kreuzer at 6 p.m.

2. Roll Call

Present: Kreuzer, Hansen, Sand, Rueter, Sands, Carbajal Late: None

Absent: Dirkes

3. Public Forum

Members of the Albany-Avon Soccer Club

4. Agenda – Additions and Deletions

5. Approvals

5.1 Previous Meeting Minutes

Motion by Sands, seconded by Carbajal, to approve the October 11, 2023 Regular Meeting minutes and the October 25, 2023 Work Session minutes as presented. Supported by all present.

5.2 Cash Flow Reports – September 2023

Motion by Carbajal, seconded by Rueter to approve the September 2023 Cash Flow Reports as presented. Supported by all present.

5.3 Acceptance of Gifts and Donations

Member Hansen introduced the Resolution Accepting Donations and moved for its adoption.

The School Board of Albany Area Schools, ISD 745, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Albany Chamber of Commerce	\$100.00	NHS
Albany Manufacturing, Inc	\$2,000.00	Supermileage
Community Technology Center	\$100.00	Supermileage
Wells Concrete	\$500.00	Supermileage
Schmidt Insurance	\$100.00	Supermileage
Huskie Wrestling Club	\$1,675.00	Wrestling Singlets
Pete & Joan Herges	\$50.00	Athletics - In Memory of Dennis Dirkes
Albany Area Education Foundation	\$288.50	Leanne Stephens - Math Stackers Grant
Albany Area Education Foundation	\$700.00	Jake Gagne - Flexible Seating
Albany Area Education Foundation	\$525.00	Jennifer Hiltner - Drone for Media Class
Albany Area Education Foundation	\$222.50	Aileen Swenson - Critical Thinking Math Games
Albany Area Education Foundation	\$400.00	Darcy Ramler - Dramatic Play/STEM/Flexible Seating
Albany Area Education Foundation	\$395.00	Michael Rien - 3D Carving w/CNC Router
Albany Area Education Foundation	\$512.00	Mindy Arnzen - Early Childhood Changing Lights Table
Albany Area Education Foundation	\$400.00	Samantha Tate - ADSIS
Albany Area Education Foundation	\$500.00	Jake Eichten - Recreational Sports Kayak
Albany Area Education Foundation	\$1,125.00	Peter Maas - Essential Living Skill Room
CH Robinson	\$36.00	Avon Elementary
Doochie's Bad Company	\$300.00	Supermileage
Shady's Silver Spur	\$200.00	Supermileage
Scott & Dion Hansen	\$100.00	BEAT Performing Arts Series
Novak Family	\$40.00	Community Education Day

Member Rueter seconded the resolution and upon vote being taken thereon,

The following voted in favor of: All Present

And the following voted against: None

Absent: Dirkes

Whereupon said resolution was declared duly passed and adopted. 6. Consent Agenda

AFT:

Kristin Wolford - AMS Special Education Teacher

Denis Croatt - LTS AVE First Grade Teacher

AFT Transfer:

Tanya Maile - AMS Special Education Teacher to AHS Special Education Teacher

AESP:

Dave Stalboerger - Secondary Head Building Maintenance/Head Custodian

Zaided Felix - Secondary FT Building Maintenance/Custodian

Roger Ochoa - Secondary FT Building Maintenance/Custodian

Jeff Thelen - Temporary PT Building Maintenance/Custodian

Valerie Parker - AVE K-5 Paraprofessional

Mary Evens - AMS/AHS Food Service Aide

Rita Auer - ALE Food Service Aide

AESP Payroll Change Request:

Linda Hartung - Secondary Food Service Aide, 4 hrs/day to 5 hrs/day

AESP SpEd Differential Pay:

Kelly Welle, Melissa Bueckers, Gina Burg, Tami Christen, Emma Mizeur

LOA Requests:

Five

Coaching/Advisors:

Clare Lamb - MS Play Director

Orlando Villareal - JH Track Coach

Breanne Skroch - JV/JH Dance Coach

Kids Company:

Mikayla Moritz - Kids Company Assistant

Kayla Schleppenbach - Kids Company Assistant

Ella Ohmann - Kids Company Aide

Sierra Hickman - Kids Company Aide

Community Education:

HSP/Fundamentals: Aaron Schwenzfeier, Kylan Gerads

BEAT Tech Assistants: Kaylin Fischer, Mya Justin, Molly Rademacher

Huskie Pups Volleyball Camp: Orlando Villareal, Meghan Shannon, Alyssa Fleischhacker, Brian

Hines, Amber Swarhout, Nancy Swarhout

Resignations:

Laura Doeden - Secondary Building Maintenance/Custodian, effective October 23, 2023

Jake Gagne - JV2 Boys' Basketball Coach, effective September 25, 2023

Jason Mielke - Assistant Track Coach, effective October 30, 2023

The following checks were issued in paying claims: Wire transfers and checks 106128 - 106347

Expenditures:

01 General Fund \$1,271,871.78

02 Food Services \$139,883.13

04 Community Services \$40,664.45

06 Building Construction \$167,884.60

Motion by Hansen, seconded by Sand to approve the November 2023 Consent Agenda as presented. Supported by all present.

7. Reports

7.1 Purple Pride

Board members read Purple Pride recognitions for staff for excellence shown in our district.

8. Business

8.1 Enrollment Report

8.2 Approval of 2023 Annual Financial Statements

Tabled until the December Regular Meeting

8.3 Revised 2023-2024 Budget Approval

Tabled until the December Regular Meeting

8.4 Consideration of Adding Boys' Soccer as a MSHSL Sport

A motion was made by Carbajal that Boys Soccer be added as a MSHSL sport for the 2024-25 season as a Junior Varsity sport on the condition that the sport be fully self-funded by April 16th of 2024. Motion was seconded by Rueter.

Supported by: Carbajal, Rueter, Sands, Hansen Not supported by: Sand, Kreuzer Absent: Dirkes

8.4.1 Self-Funded/Traditional

See above

8.5 Transportation Request for Proposal Approval

Motion by Hansen, seconded by Sands to approve the Transportation Request for Proposal as presented. Supported by all present.

8.6 Resolution of Governing Board Supporting Form A Application to MSHSL

Motion by Kreuzer, seconded by Carbajal to approve the resolution as presented. Supported by all present.

8.7 Resolution of Governing Board Supporting Form B Application to MSHSL

Motion by Carbajal, seconded by Hansen to approve the resolution as presented. Supported by all present.

8.8 Combined Polling Place Resolution

Motion by Carbajal, seconded by Hansen to approve the resolution as presented. Supported by all present.

8.9 School Board Policies - Third Read

8.9.1. 514 Bullying Prohibition Policy

8.9.2. 516.5 Overdose Medication

8.9.3. 524 Internet Acceptable Use and Safety Policy

8.9.4. 532 Use of Peace Officers and Crisis Teams

8.9.5. 534 School Meals Policy

8.9.6. 601 School District Curriculum and Instruction Goals

8.9.7. 602 Organization of School Calendar and School Day

8.9.8. 603 Curriculum Development

8.9.9. 604 Instructional Curriculum

8.9.10. 613 Graduation Requirements

Motion by Rueter, seconded by Carbajal to approve the third read school board policies as presented. Supported by all present.

8.10 School Board Policies - First Read

8.10.1 413 Harassment and Violence

8.10.2 616 School District System Accountability

8.10.3 617 School District Insurance of Preparatory and High School Standards

8.10.4 618 Assessment of Student Achievement

8.10.5 620 Credit for Learning

8.10.6 621 Literacy and The Read Act

8.10.7 624 Online Instruction

8.10.8 708 Transportation of Nonpublic School Students

8.10.9 709 Student Transportation Safety Policy

8.10.10 806 Crisis Management Policy

9. Committee Reports

9.1 Fifth Monday Meeting

10. Superintendent Report

Superintendent Okerlund shared several thank you letters from the College and Career Readiness Days from last month. There was also an overview of an upcoming topic for the Board work session on November 29th. The Board was notified of the annual conference in January. Finally,

Mr. Okerlund reviewed some data from the transportation department regarding the volume of substitutes needed and the successful routing of over 100 additional transportation runs during the fall sports season.

11. Adjournment

Agenda completed at 7:47 p.m., a motion to adjourn was made by Member Carbajal, seconded by Member Rueter. Supported by all present.

Amy Sand, Clerk

P-45-1B

**Albany Area School District No. 745
Bids**

The Albany Area School District No. 745 is seeking bids for the operation and management of pupil transportation including personnel, equipment, vehicles, supplies and insurance beginning with the 2024-2025 school year.

There will be a mandatory pre-bid meeting for all interested bidders on Monday, November 20, 2023 beginning at 10:00 a.m. at the Albany Area Schools District Office Board Room, 30 Forest Avenue, Albany, MN.

Proposals are due no later than 12:00 p.m. on Monday, November 27, 2023 at the following address:

Director of Business Services Office

Albany Area Schools

30 Forest Avenue

Albany, MN 56307

Proposals are to be on the forms provided and delivered in a sealed envelope and addressed to Albany Area Schools and clearly marked on the outside: "PUPIL TRANSPORTATION BID".

The Albany Area Schools Board of Education reserves the right to accept or reject any and/or all proposals or to accept the proposal that is in the best interest of the school district.

Specifications and forms will be available at the district office on November 9th.

P-46-2B

PROBATE NOTICE

STATE OF MINNESOTA

COUNTY OF STEARNS

DISTRICT COURT

SEVENTH JUDICIAL

DISTRICT

Case Type: Trust

Court File No. 73-CV-23-7982

NOTICE OF AND ORDER FOR HEARING ON PETITION OF SUCCESSOR TRUSTEES UNDER MINN. STAT. 501C.0202, Subd. 1

In the Matter of the Trust of Patrick J. Kroll and Mary C. Kroll, Under Agreement

Dated 13 December 1991.

It is Ordered and Notice is given that on December 11, 2023 at 3:00 p.m., a hearing will be held in this Court by zoom, on the Petition of Successor Trustees Under Minn. Stat. §501C.0202, Subd. 1 to, among other things as may appear appropriate, necessary or equitable to the Court: determine the persons having an interest in the income or principal of the above-named trust and

determine the nature and extent of their interests; to construe and interpret the terms of the said trust; and provide direction to the Petitioners regarding any other issues and questions involving discharge of the duties of the Petitioners as trustees of the said trust as may arise in connection with this judicial proceeding under Minn. Stat. 501C.0202, Subd. 1.

This Notice of and Order for Hearing shall be published and served in accordance with the provisions of Minn. Stat. 501C.0203, Subd. 1.

Dated: October 20, 2023

BY THE COURT:

/s/ Laura Moehrl

Judge of District Court

Mark F. Uphus, Attorney

MN Attorney License # 141136

Address: 310 Main St. E - PO

Box 158

Melrose, MN 56352

Telephone: 320/256-7491

Facsimile: 320/256-7612

e-mail: manager@uphuslaw.com

ATTORNEY FOR

PETITIONERS

P-46-1B

**DOCUMENT 00 11 13
ADVERTISEMENT FOR BIDS
2024 Street Lighting
Freeport, Minnesota
SEH No. FREEP 174248**

Notice is hereby given that Online Bids will be received by the City Clerk until 10:00 a.m., Thursday, November 30, 2023, via QuestCDN for the furnishing of all labor and material for the construction of 2024 Street Lighting.

The bid opening will be conducted via Microsoft Teams, at which time they will be publicly opened and read aloud:

2024 Street Lighting Bid Opening

Thursday, November 30, 2023 at 10:00 a.m.

Please join my meeting from your computer, tablet or

smartphone:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTM1ZDc5NWYtZTZlOS00NDIzLWewYjQtOTU3YTBiN-GE2NmNh%40thread.v2/0?context=%7b%22Tid%22%3a%22642f4553-88f1-43dc-9a29-90842cd19d4c%22%2c%220id%22%3a%2248472820-a408-4d5c-b262-d033b1c6fa20%22%7d

Meeting ID: 280 724 641 905

Passcode: 5VvyJt

Or call in (audio only)

+1 872-242-7640, 850445886# United States, Chicago

Phone Conference ID: 850 445 886#

Any person monitoring the meeting remotely may be responsible for any documented costs. Message and data rates may apply.

Major quantities for the Work include:

1,417 SQ FT Concrete Sidewalk

4,478 LF 2-Inch Non-Metallic Conduit

708 LF Schedule (Directional Bore)

30 EACH 3-Inch Non-Metallic Conduit

72 EACH Schedule (Directional Bore)

35 EACH Remove Lighting Unit

17,430 LF Salvage Luminaire(s) & Arms

23,240 LF Lighting Unit Type Special

Underground Wire 1/C 8 AWG

Underground Wire 1/C 6 AWG

The Bidding Documents may be seen at the Issuing Office of SEH located at 2351 Connecticut Avenue, Suite 300, Sartell, MN 56377-2485, 320.229.4300. Dave Blommel, PE, 320.229.4349r, dblommel@sehinc.com.

The Bidding Documents may be viewed for no cost at <http://www.sehinc.com> by selecting the Project Bid Information link at the bottom of the page and the View Plans option from the menu at the top of the selected project page.

Digital image copies of the Bidding Documents are available at <http://www.sehinc.com> for a fee of \$30. These documents may be downloaded by selecting this project from the "Project Bid Information" link and by entering eBidDocTM Number 8795158 on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or info@questcdn.com.

For this project, bids will ONLY be received electronically. Contractors submitting an electronic bid will be charged an additional \$42 at the time of bid submission via the online electronic bid service QuestCDN.com. To access the electronic Bid Worksheet, download the project document and click the online bidding button at the top of the advertisement. Prospective bidders must be on the plan holders list through QuestCDN for bids to be accepted. Bids shall be completed according to the Bidding Requirements prepared by SEH dated October 31, 2023.

In addition to digital plans, paper copies of the Bidding Documents may be obtained from Docunet Corp. located at 2435 Xenium Lane North, Plymouth, MN 55441 (763.475.9600) for a fee of \$75.

Bid security in the amount of 5 percent of the Bid must accompany each Bid in accordance with the Instructions to Bidders. A Contractor responding to these Bidding Documents must submit to the City/Owner a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, section 16C.285, subdivision 3.

The Owner reserves the right to reject any and all Bids, to waive irregularities and informalities therein and to award the Contract in the best interests of the Owner.

Jon Nelson

City Clerk/Treasurer

Freeport, MN

Publish:

QuestCDN: November 8, 2023

Star Post: November 8 and 15, 2023

P-45-2B