

AGENDA
REGULAR SCHOOL BOARD MEETING
INDEPENDENT SCHOOL DISTRICT NO. 518
JULY 15, 2025
6:15 P.M.
WORTHINGTON HIGH SCHOOL BAND ROOM

1.0 CALL TO ORDER

- 1.1 Roll Call
- 1.2 Recognition of Visitors and Guests
- 1.3 Pledge of Allegiance
- 1.4 Correspondence and Recognition
 - 1.4.1 Public Participation
 - 1.4.2 Recognition of Students, Staff and Community

2.0 APPROVAL OF AGENDA

- 2.1 Consent Agenda
- 2.2 Main Agenda

3.0 APPROVAL OF MINUTES

- 3.1 Approval of the June 17, 2025, Regular School Board meeting minutes.
- 3.2 Accept Committee meeting minutes as included.

4.0 CONSENT AGENDA

- 4.1 Financial Reports
- 4.2 Release of Employment
- 4.3 Approval of Employment
- 4.4 Board Dates and Times for Regular and Special Meetings
- 4.5 Official Media Sources for District No. 518
- 4.6 Depositories for District No. 518 Funds
- 4.7 Facsimile Signatures for Designated Depositories
- 4.8 District Legal Counsel
- 4.9 District Medical Services
- 4.10 Approval of Milk and Bread Bids for 2025-2026 (Enclosure)
- 4.11 Designate a District Asbestos Program Manager for 2025-2026
- 4.12 Designate a District Pupil Transportation Safety Director for 2025-2026
- 4.13 Grant Applications for 2025-2026
- 4.14 Designate 504 Coordinator and Building Representatives
- 4.15 Designate Title IX Coordinator
- 4.16 Designate Human Rights Officer
- 4.17 Acceptance of Donations for the Month of June 2025
- 4.18 Request for Auditors to Make Year-End Adjustments
- 4.19 Approve LEA Representative
- 4.20 Approve Tracy Area Targeted Services Staff (Enclosure)
- 4.21 Approve MREA Membership Renewal
- 4.22 Approve Policies 416, 425, 606.5, 613 and 624 (Enclosure)

5.0 MAIN AGENDA

- 5.1 Monthly Financial Overview (Discussion)
- 5.2 Approve Language Instruction Education Program (LIEP) Handbook (Action) (Enclosure)
- 5.3 Discussion on Softball Field with Chris Ziemer from ICS Consulting (Discussion)
- 5.4 Discuss/Approve Special Education Assessment Contract (Discussion/Action)
- 5.5 Approve Long-Term Facilities Maintenance Plan (Action) (Enclosure)
- 5.6 Approve to Declare Surplus Property (Action)
- 5.7 Approve Salary and Benefits Increase for the EL Coordinator (Action)

6.0 REPORTS

- 6.1 Superintendent's Report
- 6.2 Instructional Committee Report
- 6.3 Operations Committee Report
- 6.4 Other Reports

7.0 OTHER BUSINESS

- 7.1

8.0 FUTURE BUSINESS

- 8.1

9.0 ADJOURNMENT

MEMO

TO: Lori Dudley Erin Schutte Matt Widboom Eric Parrish
Adam Blume Darla Agard Ann Mills

INFO TO: Josh Noble Tony Hastings Heidi Meyer Doug Brands
Kari Gjerde Anne Foley Ryan Swanson Jill Stiefvater
Sharon Johnson Allison Eitreim Cory Van Briesen Toni Baartman
Carmen Johnson Amy Ernst Tessa Dierks Spencer Wieneke
Ellen Hoefker Jodi Hansen Travis Frazee Katie Petersen
DeeAnn Crall

FROM: Joel Heitkamp, Superintendent

SUBJECT: **CONSENT AGENDA INFORMATION**

DATE: July 10 2025

The following information pertains to items that appear on the Consent Agenda. If for any reason you wish to discuss an item on this portion of the agenda, move to have it placed under 7.0 – Other Business.

AGENDA ITEM

4.1 Financial Reports:

A. Investment Report: (Enclosure)

<u>June 2024</u>	<u>June 2025</u>
\$44,164,982.42	\$54,398,600.96

B. Wire Transfer Listing (Enclosure)

C. Financial Information/Business Transactions: (Enclosure) Review of Monthly Claims/Accounts July 15, 2025, per Bd. Check Register.

	<u>July 15, 2025</u>
GENERAL FUND	\$2,255,119.31
FOOD SERVICE	\$45,506.17
TRANSPORTATION	\$233,624.84
COMMUNITY SERVICE	\$20,858.47
CAPITAL OUTLAY	\$138,607.20
TRUST	\$1,575.00
INTEGRATION COLLABORATIVE	\$114,698.79
STUDENT ACTIVITY	\$6,141.08
MONTH TOTAL	\$2,816,130.86

Recommended Action: “To approve claims/accounts as presented July 15, 2025, in the amount of \$2,816,130.86.”

D. Approval of Community Education Imprest Cash Account for June 2025. (Enclosure)

Recommended Action: “To approve the Community Education Imprest Cash Account in the amount of \$19.00 for June 2025.”

4.2 Release of Employment

Recommended Action:

- 1) "To approve resignation of Friday Htoo as Summer Custodial at Community Education effective June 12, 2025."
- 2) "To approve retirement of Barb DeGroot as Head Cook at the High School effective December 31, 2025."
- 3) "To approve resignation of Derek Henkels as IT Support Technician with Technology effective June 9, 2025."
- 4) "To approve resignation of Jessica McCann as DAPE/General Physical Education Teacher effective June 20, 2025."
- 5) "To approve resignation of Mekides Kinati as Class II Paraprofessional at Community Education effective June 24, 2025."
- 6) "To approve resignation of Kristi Groth as School Counselor at Prairie Elementary effective June 23, 2025."
- 7) "To approve resignation of Anajely Pineda Mejia as Class II Paraprofessional at Prairie Elementary effective June 20, 2025."
- 8) "To approve resignation of Jesse Nitzchke as School Counselor at the High School effective June 30, 2025."
- 9) "To approve resignation of Justin Marsh as Special Education Teacher at the Middle School effective June 26, 2025."
- 10) "To approve resignation of Chansouk Duangapai as Youth Development Leader at Community Education effective July 25, 2025."
- 11) "To approve resignation of Brenda Chanthalack as ABE Paraprofessional at Community Education effective June 25, 2025."
- 12) "To approve resignation of Rachel Wieneke as VIBE Art Teacher with the VIBE Program effective July 9, 2025."

4.3 Approval of Employment

Recommended Action:

- 1) "To approve employment of Kemberly Moreno as Lead Instructor at Community Education effective July 7, 2025."
- 2) "To approve employment of Kesia Dominguez as Enrichment Facilitator at Community Education effective July 7, 2025."
- 3) "To approve employment of Giovani Garia Soto as Summer Custodian at Community Education effective June 16, 2025."
- 4) "To approve employment of Newyouman Gora as ABE Educational Assistant at Community Education effective June 18, 2025."
- 5) "To approve employment of Newyouman Gora as Youth Development Leader long term substitute at Community Education effective July 2025."
- 6) "To approve employment of Kayla Cowan as Targeted Services EDGE Summer School Rover Teacher effective June 25, 2025."
- 7) "To approve employment of Damitu Dube to move from Custodian to Food Service at the High School effective August 18, 2025."
- 8) "To approve employment of Arlett Rodriguez as Summer ABE Teacher at Community Education effective June 30, 2025."
- 9) "To approve employment of Jacob Maertens as Business Teacher at the High School effective August 18, 2025."
- 10) "To approve employment of Brenda Paulzine as English Language Arts Teacher at the High School effective August 18, 2025."
- 11) "To approve employment of Elizabeth Johnson as Spanish Teacher at the High School effective August 18, 2025."
- 12) "To approve employment of Rebekah Gray as 4th Grade Teacher at the Intermediate School effective August 11, 2025."

- 13) “To approve employment of Arlett Rodriguez as Early Childhood Teacher at Community Education effective August 1, 2025.”
- 14) “To approve employment of Teresa Wede as Early Childhood Teacher at Community Education effective August 1, 2025.”
- 15) “To approve employment of Anna Van Zee as Early Childhood Teacher at Community Education effective August 1, 2025.”
- 16) “To approve employment transfer of Sarah Schumann from Curriculum and School Improvement Coordinator to Coordinator of Curriculum, Instruction and Assessment (6-12) with the District effective July 1, 2025.”
- 17) “To approve employment of Susan Berge as VIBE Interventionist with the VIBE Program effective August 2025.”
- 18) “To approve employment of Jennie Klatt as EL First Grade Teacher at Prairie Elementary effective August 11, 2025.”
- 19) “To approve employment of Josselin Perez Perez as Class II Health Secretary at the Intermediate School effective July 28, 2025.”
- 20) “To approve employment of Julie Rohling as Tracy Targeted Services Summer School Rover Teacher effective July 10, 2025.”

4.4 Board Dates and Times for Regular and Special Meetings

Recommended Action:

- 1) “To set the third (3rd) Tuesday of the month as Regular School Board meeting dates.”
- 2) “To set the times of the Regular School Board meetings at 6:15 p.m. for August 2025 through July 2026.”
- 3) “The dates and times of Special School Board meetings will be set at Regular School Board meetings.”

4.5 Official Media Sources for District No. 518

1) *The Globe*

Recommended Action: “To approve *The Globe* as official publication.”

2) KWOA, KITN, K101, KUSQ, *The Globe* and Worthington Cable TV

Recommended Action: “To approve KWOA, KITN, K101, KUSQ, *The Globe*, and Worthington Cable TV for official and emergency announcements.”

4.6 Depositories for District No. 518 Funds

Recommended Action: “To name the Wells Fargo Bank of Worthington; United Prairie Bank of Worthington; First State Bank Southwest-Worthington; Minnesota School District Liquid Asset Fund; Saloman Smith Barney Co., Inc.; PMA Securities, Inc.; Piper Jaffray of Minneapolis; PMA Financial Network, Inc. and US Bank as 2025-2026 depositories for District No. 518 funds.”

4.7 Facsimile Signatures for Designated Depositories

Recommended Action: “To approve the use of facsimile signatures of Chairman, Clerk and Treasurer on checks issued by the District.”

4.8 District Legal Counsel

Recommended Action: “To approve the firms of Knutson, Flynn & Deans of Mendota Heights; Ratwik, Roszak & Maloney of Minneapolis; Kennedy & Graven of Minneapolis, Ahlquist and Wilttrout PC of Worthington and Kivu Immigration Law firm of Worthington as sources of legal counsel.”

4.9 District Medical Services

Recommended Action: “To approve Avera Medical Group Worthington; Sanford Regional Hospital Worthington; Sanford Clinic Worthington; and Prairie Rehabilitation Services as sources for medical information and services.”

4.10 Approval of Milk and Bread Bids for 2025-2026 (Enclosure)

Recommended Action: “To approve the milk bid of Kemps LeMars and bread bid of Bimbo Bakeries USA as presented for the 2025-2026 school year.”

4.11 Designate a District Asbestos Program Manager for 2025-2026

Recommended Action: “To approve Carmen Johnson as Asbestos Program Manager for the fiscal year 2025-2026.”

4.12 Designate a District Pupil Transportation Safety Director for 2025-2026

Recommended Action: “To approve Josh Noble as District Pupil Transportation Safety Director for fiscal year 2025-2026.”

4.13 Grant Applications for 2025-2026

Recommended Action: “To approve the Administration/District to submit grant applications as received in a timely manner for fiscal year 2025-2026.”

4.14 Designate 504 Coordinator and Building Representatives

Recommended Action: “To designate Josh Noble as 504 Coordinator and Doug Brands, Travis Frazee, Tessa Dierks, Kari Gjerde and Katie Pedersen as building representatives.”

4.15 Designate Title IX Coordinator

Recommended Action: “To designate Carmen Johnson as Title IX Coordinator.”

4.16 Designate Human Rights Officer

Recommended Action: “To designate Carmen Johnson as Human Rights Officer.”

4.17 Acceptance of Donations for the Month of June 2025

Recommended Action: “To approve the following donations for the month of June 2025: The Eagles for the Learning Center, Noon Kiwanis for student scholarships and the Optimus Club for Robotics.”

4.18 Request for Approval for Auditors to Make Year-End Adjustments

Recommended Action: “To authorize the auditors to make appropriate year-end adjustments for the 2024-2025 school year.”

4.19 Approve LEA Representative

Recommended Action: "To approve Josh Noble as LEA Representative."

4.20 Approve Tracy Area Targeted Services Staff (Enclosure)

Recommended Action: "To approve Tracy Area Targeted Services Staff."

4.21 Approve MREA Membership Renewal

Recommended Action: "To approve MREA Membership renewal in the amount of \$2,500."

4.22 Approve Policies 416, 425, 606.5, 613 and 624 (Enclosure)

Recommended Action: "To approve revised policies 416 Drug, Alcohol and Cannabis Testing, 425 Staff Development and Mentoring, 606.5 Library Materials, 613 Graduation Requirements and 624 Online Instruction."

If you have any questions or concerns about the Consent Agenda, please move to have the item removed and discussed under 7.0 - Other Business.

M E M O

TO: Lori Dudley Erin Schutte Matt Widboom Eric Parrish
Adam Blume Darla Agard Ann Mills

INFO TO: Josh Noble Tony Hastings Doug Brands Ryan Swanson
Heidi Meyer Kari Gjerde Anne Foley Jill Stiefvater
Sharon Johnson Allison Eitheim Cory Van Briesen Toni Baartman
Carmen Johnson Amy Ernst Tessa Dierks Spencer Wieneke
Ellen Hoefker Jodi Hansen Travis Frazee Katie Pedersen
DeeAnn Crall

FROM: Joel Heitkamp, Superintendent

SUBJECT: MAIN AGENDA INFORMATION

DATE: July 10, 2025

The following information is intended to provide the Board with background data for the meeting on Tuesday.

AGENDA ITEMS

- 5.1 Monthly Financial Overview (Enclosure)
 - 5.1.1 Revenues by Fund
 - 5.1.2 Expenditures
 - 5.1.3 Comparison
- 5.2 Approve Language Instruction Education Program (LIEP) Handbook (Action) (Enclosure)

Recommended Action: "To approve Language Instruction Education Program (LIEP) handbook."
- 5.3 Discussion/Action on Softball Field with Chris Ziemer from ICS Consulting (Discussion/Action)
- 5.4 Discuss/Approve Special Education Assessment Contract (Discussion/Action)

Recommended Action: "To approve special education assessment contract with Carol Potter."
- 5.5 Approve Long-term Facilities Maintenance Plan (Action) (Enclosure)

Recommended Action: "To approve Long-term Facilities Maintenance Plan."
- 5.6 Approve to Declare Surplus Property (Action)

Recommended Action: "To approve to declare 400 iPad Generation 7's and a t-shirt printing machine as surplus property."
- 5.7 Approve Salary and Benefits Increase for Multilingual Learner Coordinator (Action)

Recommended Action: "To approve salary and benefits increase for the Multilingual Learner Coordinator for 2025-2026. Increase in salary and benefits of 3.92% for 2025-2026."

If you have any concerns or questions, please give me a call.