

Fillmore Central School
Board of Education
Regular Meeting
June 24, 2025

The regular meeting of the Board of Education for Independent District #2198, Preston, Minnesota was called to order at 6:30 p.m. on the evening of Tuesday, June 24, 2025, in the Fillmore Central Elementary meeting room by Chairman Pickett. Present: Superintendent Heath Olstad, Business Manager Darla Ebner, Board Members: Mathison, Michel, Pickett, Schwarz, Sikkink, and Topness. Absent: Britton. Visitors: Kelsey Woellert and Hannah Wingert.

Recognition of visitors: None.

Topness moved to approve the agenda. Motion was seconded by Schwarz. Motion carried unanimously.

Sikkink moved to approve the minutes of the May 27, 2025, regular board meeting as presented. Motion seconded by Mathison. Motion carried unanimously.

Sikkink moved to approve the [monthly claims](#) in the amount of \$424,832.99. Motion was seconded by Michel. Motion carried unanimously.

Elem Principal's/A.D., Community Ed, and High School Principal's reports were presented by Heath Olstad.

Schwarz moved to approve the hire of Olivia Spitzer as 9th grade volleyball coach and Abbey Hellickson as a volunteer in the volleyball program for the 2025/26 school year. Motion seconded by Topness. Motion carried unanimously.

Mathison moved to approve the tenure of Tyler Sloan, Karlee Spande, Logan Walker, Samantha Russell, and Jeniffer Lindstrom. Motion seconded by Michel. Motion carried unanimously.

Schwarz moved to approve the resignation of John Mease as custodian, effective July 30, 2025. Motion seconded by Mathison. Motion carried unanimously.

Schwarz moved to approve the van driver wage scale for the 2025/26 school year at the same rate as the 2024/25 school year. Motion seconded by Sikkink. Motion carried unanimously.

Topness moved to approve an agreement with Southern Minnesota Education Consortium (SMEC) for physical therapist services for the 2025/26 school year. Motion seconded by Schwarz. Motion carried unanimously.

Michel moved to approve an agreement with Southern Minnesota Education Consortium (SMEC) for vision impairment services for the 2025/26 school year. Motion seconded by Mathison. Motion carried unanimously.

Schwarz moved to approve an agreement with Southern Minnesota Education Consortium (SMEC) for deaf/hard of hearing services for the 2025/26 school year. Motion seconded by Topness. Motion carried unanimously.

Member Sikkink introduced the following resolution and moved its adoption, which motion was seconded by Member Michel:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF APPROVING A
NEW REFERENDUM REVENUE AUTHORIZATION AND CALLING A SPECIAL
ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 2198 (Fillmore Central), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to increase the School District's general education revenue by \$876 per pupil, subject to an annual increase at the rate of inflation. The proposed new referendum revenue authorization would be first levied in 2025 for taxes payable in 2026 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.
2. The question on the approval of the new referendum revenue authorization of the School District shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 4, 2025, between the hours of 3:30 p.m. and 8:00 p.m.
4. The School District's combined polling place and the precincts served by the polling place, as established and designated by resolution of the Board pursuant to Minnesota Statutes, Section 205A.11, are hereby designated for this special election.
5. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to each County Auditor at least eighty-four (84) days before the date of the special election; (b) provided to the Commissioner of Department of Education of the State of Minnesota (the Commissioner) at least seventy-four (74) days before the date of the special election; (c) mailed to every taxpayer in the School District, at least fifteen (15) days but no more than forty-five (45) days prior to the date of the special election; (d) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (e) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

NOTICE OF SPECIAL ELECTION

INDEPENDENT SCHOOL DISTRICT NO. 2198

(FILLMORE CENTRAL), MINNESOTA

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 2198 (Fillmore Central), Minnesota, on November 4, 2025, between the hours of 3:30 p.m. and 8:00 p.m. to vote on the following question:

School District Question

Approval of New School District Referendum Revenue Authorization

The board of Independent School District No. 2198 (Fillmore Central), Minnesota has proposed to increase the School District's general education revenue by \$876 per pupil, subject to an annual increase at the rate of inflation. The proposed new referendum revenue authorization would be first levied in 2025 for taxes payable in 2026 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

- | | |
|------------|---|
| YES | Shall the new referendum revenue authorization proposed by the board of Independent School District No. 2198 (Fillmore Central), Minnesota be approved? |
| NO | |

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

PASSAGE OF THIS REFERENDUM WILL RESULT IN AN INCREASE IN YOUR PROPERTY TAXES

For the ballot question, the property tax portion of the revenue authorized will require an estimated referendum tax rate of 0.10477% for taxes payable in 2026 of the referendum market value of all classes of taxable property in the School District, as defined by Minnesota Statutes, Section 126C.01, Subdivision 3, which excludes certain agricultural property, seasonal property and post-secondary student housing.

The projected annual dollar increases for typical residential homesteads, apartments, commercial-industrial properties, and most other classes of property within the School District are as shown in the table below, subject to an annual increase at the rate of inflation.

Agricultural property will pay taxes for the proposed referendum based only on the value of the house, garage and one acre of land. Seasonal recreational residential property (*i.e.*, cabins) will pay no taxes for the proposed referendum.

The figures in the table below are based on School District taxes for the new referendum revenue authorization only and do not include tax levies for other purposes:

Property Type	Estimated Market Value	Estimated Tax Impact
Residential Homestead	\$75,000	\$78.58
	100,000	104.77
	125,000	130.96
	150,000	157.16
	189,300	198.33
	200,000	209.54
	225,000	235.73
	250,000	261.93
	300,000	314.31
	500,000	523.85
	600,000	628.62
750,000	785.78	
1,000,000	1,047.70	
Commercial/ Industrial	\$100,000	\$104.77
	250,000	261.93
	500,000	523.85
	1,000,000	1,047.70
	5,000,000	5,238.50
10,000,000	10,477.00	
Apartments (4 or More Units)	\$100,000	\$104.77
	200,000	209.54
	500,000	523.85
	1,000,000	1,047.70
	5,000,000	5,238.50
10,000,000	10,477.00	
Seasonal/ Recreational (Residential)	\$100,000	\$0.00
	250,000	0.00
	500,000	0.00
Agricultural Homestead Value per Acre	\$7,000	\$0.00
	8,000	0.00
	9,000	0.00
Agricultural, Non-Homestead		

Value per Acre	\$7,000	\$0.00
	8,000	0.00
	9,000	0.00

The polling places and precincts served by the polling places for the special election will be as follows:

Combined Polling Place:	<p>Fillmore Central ISD #2198 District Office 700 Chatfield St, Preston, MN 55965</p> <p>This combined polling place serves all territory in Independent School District No. 2198 located in the City of Preston, City of Fountain and Chatfield, Carrolton, Fountain, Preston, Forestville, Carimona Townships, in Fillmore County, Minnesota.</p>
Combined Polling Place:	<p>Fillmore Central ISD #2198 High School 145 Main Ave. S., Harmony, MN 55939</p> <p>This combined polling place serves all territory in Independent School District No. 2198 located in the City of Harmony and Amherst, Bristol, Canton, Harmony, and York Townships in Fillmore County, Minnesota.</p>

All qualified electors residing in the School District may cast their ballots at the polling places listed above during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling place on Election Day.

Dated: June 24, 2025.

BY ORDER OF THE SCHOOL BOARD

/s/ _____, Clerk

6. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

7. The Clerk is authorized and directed to cause a printed ballot for the question to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the

following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

**Special Election Ballot
School District Ballot
Independent School District No. 2198
(Fillmore Central), Minnesota**

November 4, 2025

Instructions to Voters

To vote, completely fill in the oval(s) next to your choice(s) like this: 

To vote for a question, fill in the oval next to the word "Yes" for that question.

To vote against a question, fill in the oval next to the word "No" for that question.

School District Question

Approval of New School District Referendum Revenue Authorization

The board of Independent School District No. 2198 (Fillmore Central), Minnesota has proposed to increase the School District's general education revenue by \$876 per pupil, subject to an annual increase at the rate of inflation. The proposed new referendum revenue authorization would be first levied in 2025 for taxes payable in 2026 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

<input type="radio"/>	YES	Shall the new referendum revenue authorization proposed by the board of Independent School District No. 2198 (Fillmore Central), Minnesota be approved?
<input type="radio"/>	NO	

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

(Reverse side of ballot)
OFFICIAL BALLOT

November 4, 2025

Judge

Judge

(The ballot is to be initialed by two judges)

8. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, upon request, furnish in accordance with Minnesota Statutes, Section 204D.04 a sufficient bond, letter of credit or certified check acceptable to the

Clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit or certified check in an amount equal to the value of the purchase.

9. At least forty-six (46) days before the special election, the Clerk shall prepare and have ready for use absentee ballots and shall mail absentee ballots to voters on the permanent absentee ballot list in accordance with Minnesota Statutes, Section 203B.04. Subdivisions 4 and 5.

10. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held on the day of a statewide election and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

11. The Board shall appoint election judges and alternates in accordance with Minnesota Statutes, Section 204B.21. The appointments will be made at least twenty-five (25) days before the special election.

12. Pursuant to Minnesota Statutes, Section 206.83, the Clerk shall provide for testing of the optical scan voting system at least three (3) days before the voting equipment is used and shall cause notice of the time and place of the test to be published in the School District's official newspaper at least five (5) days before the test.

13. Pursuant to Minnesota Statutes, Section 206.85, Subdivision 1(6), where an electronic voting system is being used at a counting center, the Clerk shall cause notice of the exact location of the counting center to be published in a legal newspaper during the week preceding the week of election and in the newspaper of widest circulation the day preceding the election or, if the newspaper is only published weekly, once during the week preceding the election.

14. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, November 7, 2025, and the tenth day, November 14, 2025, after the special election for the purpose of canvassing the results thereof.

15. Pursuant to Minnesota Statutes, 126C.17, Subdivision 9(e) and Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of the results of the special election and to provide the certified vote totals for the ballot question in written form within fifteen (15) days after the results have been certified by the Board.

16. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

Upon vote being taken thereon, the following voted in favor thereof: Mathison, Michel, Pickett, Schwarz, Sikkink and Topness

and the following voted against the same: none

whereupon the resolution was declared duly passed and adopted.

Schwarz moved to waive the requirement to close the following student activity accounts that had no activity during the 2024/25 school year: Dance Line. Motion seconded by Mathison. Motion carried unanimously.

Sikkink moved to approve the 2025/26 projected revenue and expense budget as follows:

Fund	REVENUES	EXPENSES	BALANCE
General 01+21	8,830,815	9,822,244	(991,429)
Food Service 02	498,079	522,995	(24,916)
Community Svc 04	923,187	932,564	(9,377)
Debt Service 07	556,670	561,383	(4,713)
Custodial 18	31,795	31,445	350
OPEB Debt Svc 47	104,589	101,145	3,444
GRAND TOTAL	10,945,135	11,971,776	(1,026,641)
OPEB Retiree Ins. 25	18,000	12,720	5,280

Motion seconded by Topness. Motion carried unanimously.

Heath Olstad highlighted the changes to the 2025/26 Grades 7-12 Handbook, Coach's Handbook, Faculty Handbook, Mentoring Handbook, Grades K-6 Handbook, Restrictive Procedures Plan, and the Paraprofessional Handbook.

Topness moved to approve the first reading of the following 2025/26 handbooks: Grades K-6 Handbook, Grades 7-12 Handbook, Faculty Handbook, Mentoring Handbook, Paraprofessional Handbook, Coach's Handbook and the Restrictive Procedures Plan. Motion seconded by Schwarz. Motion carried unanimously.

Schwarz moved to set the admission fees and sports season passes for 2025/26 as follows: Sports Season Passes: \$40 - K-12 student pass and non-resident senior citizen, \$65 - adult pass, \$170 - family pass; Admission Fees: Sports/plays: \$7 adult, \$5 student/senior citizen (60+), free district senior citizens (65+) Spring musical: \$5 adult, \$5 student; Spring play: \$5 adult, \$5 student; Music concerts & One Act Play – free will donation. Motion seconded by Mathison. Motion carried unanimously.

Topness moved to designate Heath Olstad as the LEA representative and homeless liaison for the 2025/26 school year. Motion seconded by Sikkink. Motion carried unanimously.

Michel moved to approve the quote received from Winona Heat and Ventilation (\$112,680) to install air conditioning in the stage gym at the elementary school, including protective fencing. Motion seconded by Topness. Motion carried unanimously. *(Other quotes were received from Valor Mechanical and Superior Mechanical and are on file in the district office.)*

Mathison moved to approve the contract with Edmentum (\$6,344.60) for the 2025/26 school year. Motion seconded by Sikkink. Motion carried unanimously.

Mathison moved to approve membership to the Minnesota School Board Association for the 2025/26 school year (\$4,502). Motion was seconded by Schwarz. Motion carried unanimously.

Topness moved to approve membership to Southeast Service Cooperative for the 2025/26 school year (\$1,800). Motion was seconded by Michel. Motion carried unanimously.

Michel moved to approve membership to the MREA for the 2025/26 school year (\$1,729). Motion was seconded by Topness. Motion carried unanimously.

Moved by Mathison to accept the quote received from La Crosse Glass & Overhead Door Co. (\$37,951.39) to replace doors/door frames #7, #8, #10 at the high school. Motion seconded by Schwarz. Motion carried unanimously.

Topness moved to set substitute teacher pay at \$140 per day, \$70 per half-day for the 2025/26 school year. Motion seconded by Michel. Motion carried unanimously.

Schwarz moved to set the number of days as a substitute teacher before being placed on the salary schedule as 10 consecutive days for the 2025/26 school year. Motion seconded by Mathison. Motion carried unanimously.

Sikkink moved to set the substitute secretary pay at \$15.00 per hour for the 2025/26 school year. Motion seconded by Michel. Motion carried unanimously.

Topness moved to set substitute paraprofessional pay at \$15.00 per hour for the 2025/26 school year. Motion seconded by Schwarz. Motion carried unanimously.

Moved by Sikkink to set substitute custodian pay at \$15.00 per hour for the 2025/26 school year. Motion seconded by Schwarz. Motion carried unanimously.

Moved by Mathison to set a payroll policy regarding enrollment in the district's 403b plan as September only for the 2025/26 school year. Motion seconded by Sikkink. Motion carried unanimously.

Michel moved to approve First Dakota Indemnity Company as the district's workers compensation insurance carrier for the 2025/26 school year. Motion seconded by Sikkink. Motion carried unanimously.

Sikkink moved to pre-approve a year-end check run. Motion seconded by Schwarz. Motion carried unanimously.

Discussion was held regarding:

- Community meetings prior to the referendum special election
- Special election committee
- Vendor negotiations with Harmony Transit LLC

Schwarz moved to adjourn. Motion seconded by Sikkink. Motion carried unanimously.

Respectfully submitted,

Michelle Topness, Clerk
Independent School District #2198