

ULEN-HITTERDAL SCHOOL DISTRICT
 REGULAR SCHOOL BOARD MEETING
 WEDNESDAY, JULY 12, 2023
 6:00 PM
 SCHOOL MEDIA CENTER

<u>Elected</u>	<u>Roll Call</u>	<u>Term Exp.</u>	<u>Elected</u>	<u>Roll Call</u>	<u>Term Exp.</u>
2021	___ Mindy Bakke	2025	2023	___ Kathleen Evenson	2027
2021	___ Bob Klemetson	2025	2023	___ Donna Jacob	2027
2021	___ Nolan Braseth	2025	2023	___ Laura Tweten	2027
2023	___ Jennie Wibe-Bjerke	2027			

AGENDA

- I. Call to Order – Pledge of Allegiance
- II. Open Mic: (The Open Mic. segment is the agenda item that allows members of the public to address the Board on any issues they deem appropriate. Speaking time is limited to two minutes per person. It is requested by the Board that visitors refrain from addressing the Board during the Action Agenda unless invited to do so by the Board or Superintendent.)
- III. Special Reports: NA
- IV. Good News:
- V. Approval of Minutes
- VI. Approval of Claims and Liquid Transfers
- VII. Reports:
 - A. Special Ed/Title Program – Laura Tweten
 - B. ECFE/Community Ed – Mindy Bakke
 - C. Student & Minority Liaison – Kathy Evenson, Jennie Wibe-Bjerke, Laura Tweten
 - D. Negotiations – Nolan Braseth, Mindy Bakke, Laura Tweten
 - E. Meet & Confer – Bob Klemetson, Jennie Wibe-Bjerke, Laura Tweten
 - F. Technology/Vocational – Mindy Bakke, Donna Jacob, Kathy Evenson
 - G. Marketing/Co-Curricular – Jennie Wibe-Bjerke, Bob Klemetson, Kathy Evenson
 - H. Facilities/Finance/Personnel – Jenne Wibe-Bjerke, Nolan Braseth, Donna Jacob
 - I. Food Service/Wellness – Mindy Bakke, Kathy Evenson
 - J. MSHSL – Bob Klemetson
 - K. Worlds Best Workforce – Laura Tweten, Donna Jacob
- VIII. Dean of Students Report: Ted Critchley
 - A. Mentor/Mentee Update
 - B. Staff Handbook
 - C. ILT Committee Update
- IX. AD Report: Ryan Pahl

- A. Coaches Meeting
 - B. Co-Curricular Update
- X. Superintendent Report:
- A. Roofing Update
 - B. Legislative Recap
 - C. LTFM Revenue & Expenditures (Spreadsheets at meeting)
- XI. Approval of Agenda
- XII. Action Agenda:
1. Recommendation to approve the MREA membership for the 2023-2024 school year. (Enclosure)
 2. Recommendation to approve the hire of Jodi Flaten as Junior High Girls' Basketball Coach.
 3. Recommendation to approve the resignation of DeForrest Nelson as Junior High Football Coach and Assistant Baseball Coach. (Enclosure)
 4. Recommendation to approve the resignation of Mark Hemberger as Head Baseball Coach. (Enclosure)
 5. Recommendation to approve the resolution of the MSHLS membership for the 2023-2024 school year.
 6. Recommendation to approve the MOU and contract with Clay County Collaborative for school based mental health services and after school-programming. (Enclosed)
 7. Recommendation to approve the contract with The Village for mental health services. (Enclosed)
 8. Recommendation to approve the Cass-Clay Creamery bid through Moorhead Area Public Schools for the 2023-2024 school year. (Enclosed)
 9. Recommendation to approve the resolution of the LTFM Ten-Year expenditure and revenue application. (Enclosure)
 10. Recommendation to approve the contract with Interquest Detection Canines for the 2023-2024 school year. (Enclosed)
 11. Recommendation to approve the hire of Tyler Sylliaasen as a Junior High Football coach.
 12. Recommendation to approve the hire of Rick Wenschlag as a Junior High Football coach.

13. Recommendation to approve the purchase of a 2021 Chevy Equinox for a driver's education vehicle.
14. Recommendation to approve the changes presented to the Co-Curricular Pairing Agreement.

XIII. Upcoming Meetings and Special Events: School Board Workshop Meeting to be held on Wednesday, July 26th at 6pm. Regular School Board Meeting on August 9th.

XIV. Adjourn



MEMBERSHIP RENEWAL INVOICE

2023-24 MEMBERSHIP YEAR

Date: June 6, 2023

Invoice #: 2024-5000-1480

Due: July 15, 2023

BILL TO:

Dustin Flaten
Ulen-Hitterdal School District
27 2nd St NW PO Box 389
Ulen MN 56585

Base Fee:	\$1100.00
*Legislative Fee:.....	+\$307.00
2023-24 Dues:.....	\$1407.00
Amount Enclosed: \$	_____

Current expiration: June 30, 2023
New membership year: July 1, 2023-June 30, 2024
2023-24 Membership type: Full ISD Membership
*APU = 307 **Shared District: NA

**\$1.00 per Adjusted Pupil Unit (APU) to \$1,400 maximum.
**If sharing superintendent with another district, MREA has applied \$275 discount to Base Fee. Districts with shared Superintendents must each join MREA to obtain discount. Contact MREA if Shared District has changed.*

UPDATE and SIGN* and return with payment by July 15, 2023:

District Name: Ulen-Hitterdal School District
Primary Contact to Receive Communications: Dustin Flaten
Contact Position Title: Superintendent
Contact Email: dflaten@ulenhitterdal.k12.mn.us
District Phone: 218 - 596-8853

Superintendent Cell Phone: 701-866-4867
Principal Place of Business: 27 2nd St NW PO Box 389
City, State, Zip: Ulen, MN 56585
Website Address: www.ulenhitterdal.k12.mn.us
County: Clay

*Primary Contact Signature: Dustin Flaten Date: 6-27-23

Signature is consent to membership and to receive member notices at the primary contact's email address.

QUESTIONS? Contact Diane Vosen, Operations Director, at the MREA office.

Minnesota Rural Education Association is a nonprofit 501(c)(4) membership association. Dues are not tax deductible as charitable contributions. We estimate 43% of FY24 dues will be attributable to nondeductible lobbying activity and are NOT deductible under Internal Revenue Code Section 162 as an ordinary and necessary business expense. Provide a copy of this notice to your accountant.

MAIL	VISIT	CALL	LEARN
PO Box 187 St. Cloud, MN 56302-0187	2233 Roosevelt Rd, Suite 7 St. Cloud, MN 56301	(320) 762-6574 Toll-Free (833)-MNVOICE	MREAvoice.org

Hello all,

First of all, I want to thank everyone that has helped me along the way on my coaching journey! It has been a pleasure being able to coach in my hometown and be around kids I have seen grow for many years. It has also been amazing working side by side with the coaches I had growing up that I have learned so much from!

With my recent resignation from teaching, I am currently in the stages of job hunting. With that, I do not believe I will be able to fulfill my duties as a junior high football coach in the fall or assistant baseball coach in the spring.

I will always be a supporter, GO TITANS!

--DeForrest Nelson--

Ulen-Hitterdal School District 914

This institution is an equal opportunity provider.

27 2nd Street NW
P.O. Box 389
Ulen, MN 56585
Phone: 218-596-8853
Fax: 218-596-8610
www.ulenhitterdal.k12.mn.us



School Board
Bob Klemetson, Chair
Mindy Bakke, Vice Chair
Nolan Braseth, Treasurer
Jennie Wibe-Bjerke, Clerk

Directors:
Kathy Evenson
Donna Jacob
Laura Tweten

6/30/23

Ulen-Hitterdal & NCE School Board:

To whom it may concern,

I am writing this letter to inform you of my plans to resign my position of Head Baseball Coach for the NCE-UH Titans High School effective immediately.

I would like to say that I have enjoyed my 9 years as the head coach and my 7 years as assistant coach for the baseball program here at NCE-UH. I feel that the program has been on very solid footing the past several years and that I have also left the program in a good place for the upcoming years. Family circumstances have arisen which will not allow me to continue my baseball coaching career here.

I wish the NCE-UH Titan players, parents, staff, and administration all the best of luck in the future. I am very grateful for having had the opportunity to coach here for as long as I have.

Respectfully,

Mark Hemberger

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CLAY COUNTY COLLABORATIVE, CLAY COUNTY SOCIAL SERVICES, THE
VILLAGE FAMILY SERVICE CENTER, AND ULEN HITTERDAL PUBLIC SCHOOL**

JULY 1, 2023 – JUNE 30, 2024

WHEREAS, the Clay County Collaborative has identified as a priority the need for mental health services in the school that address the needs of children and families who do not have access to mental health services, and/or are experiencing either a gap in insurance benefits, are uninsured, or underinsured.

WHEREAS, it is in the Clay County Social Services best interest, the community's benefit, and the enhancement of Children's Mental Health Act to provide clinical based and skill development-based programming to children not currently served and/or identified in the current mental health system of care; and

WHEREAS, the Clay County Collaborative received Local Collaborative Time Study (LCTS) funds to utilize in supporting the physical and mental health of children and their families in an effort to reduce the need for out of home placements; and

WHEREAS, the Clay County Collaborative and Clay County Social Service in cooperation with the Ulen Hitterdal Public School System and The Village Family Service Center agree to participate in providing school based mental health services;

WHEREAS, The Village Family Service Center will develop a set of services that meet the need of the partnering school district based, and agreed upon in written and verbal communication, including such services as clinical diagnostic services, individual and group therapy, teacher consultation and support, and skill building. The Village Family Service Center agrees to contact families prior to providing services to explain the process and get permission to treat.

WHEREAS, the funds for the agreed upon School Based Mental Health services provided in the Ulen Hitterdal school district will flow through the Clay County Collaborative in the following amounts: Clay County Collaborative, \$11,000; Clay County Social Services, \$2,800 for a total of \$13,800; and

WHEREAS, The Village Family Service Center will, whenever possible, utilize insurance billing as the first payor of services; and will invoice the Collaborative for reimbursement based on expenditures and revenue; and agrees to complete the Collaborative's data documentation at a minimum semi-annual basis;

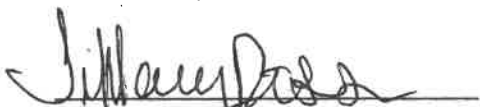
WHEREAS, all financial partners for said program have the right to terminate without cause after giving a 30-day prior written notice to the other interested parties of intent to terminate without cause. The parties shall deal with each other in good faith during the 30-day period after notice of intent to terminate without case has been given.

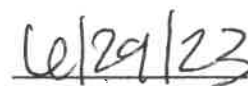
Ulen Hitterdal Public Schools

Superintendent

Date

Clay County Collaborative


Governance Board Chairperson


Date

**RESOLUTION FOR CONTRACT BETWEEN
THE CLAY COUNTY COLLABORATIVE
AND
THE ULEN HITTERDAL PUBLIC SCHOOL DISTRICT**

JULY 1, 2023 – JUNE 30, 2024

WHEREAS, the Clay County Collaborative received Local Collaborative Time Study (LCTS) funds to utilize in supporting the physical and mental health of children and their families in an effort to reduce the need for out of home placements; and

WHEREAS, the Clay County Collaborative has identified the After-School at Risk Program as a priority program to address the needs of children and families; and

WHEREAS, the Clay County Collaborative and the Ulen Hitterdal Public School District have agreed that the Ulen Hitterdal Public School District will be the employing partner for the After-School at Risk Program;

NOW, THEREFORE, BE IT RESOLVED that the Clay County Collaborative has budgeted \$5,000.00 for this project from LCTS dollars.

Reimbursement for services/programming, as indicated in the FY24 request for funds approved by the Governance Board of the Collaborative, should be invoiced to the Collaborative on an annual basis. Programming provided using Collaborative funds must provide a report on an annual basis. Invoices submitted for program reimbursement will be held until such time the report is provided to the Collaborative Coordinator.

Termination without Cause. Without cause, either party may terminate this Agreement, after giving a 30-day prior written notice to the other of intent to terminate without cause. The parties shall deal with each other in good faith during the 30-day period after notice of intent to terminate without cause has been given.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

FOR ULEN HITTERDAL PUBLIC SCHOOL

By: _____

Name: _____

Title: _____

Date: _____

**FOR THE CLAY COUNTY
COLLABORATIVE**

By: 

Tiffany Ross

Governance Board Chair

Date: 4/29/23



MOORHEAD
AREA PUBLIC SCHOOLS

Independent School District 152

District Operations Center

1313 30th Ave. S., Moorhead, MN 56560 ■ Fax: 218-284-3333

www.moorheadschoools.org

■ **Superintendent:** 218-284-3330

■ **Assistant Superintendent for Learning and Accountability:** 218-284-3310

■ **Human Resources and Operations:** 218-284-3350

June 27, 2023

Ulen-Hitterdal Public Schools
Attn: Dustin Flaten, Superintendent
27 2nd St. N.
Ulen, MN 56585

Dear Mr. Flaten,

The attached copies are the results of the dairy/milk bid for the 2023-2024 school year. This information was brought before the school board for Moorhead Public Schools on June 26, 2023 and I recommended that the bid be awarded to Cass-Clay Creamery.

Thank you,

Ashley Schneider
Food and Nutrition Services Director
218-284-3324

Description	Cass-Clay
Half Pint Size - 1% Butterfat White/per container	.288
Half Pint Size - Fat Free White/per container	.277
Half Pint Size - Fat Free Chocolate/per container	.290
Half Pint Size Lactose Free/per container (Prairie Farms is 1% not fat free)	.83
5 Lb. Sour Cream	9.64
5 Lb. Sour Cream Fat Free (Prairie Farms is lite not fat free)	na
5 Lb. Cottage Cheese 2% Lowfat	10.176
22 oz. Cottage Cheese Fat Free	na
36 Lb. Grade AA Butter	mkt
5 Lb. Yogurt, Lowfat, Flavored	7.271
4 Oz. 100% Apple Juice	.316

BASE PRICE IF ESCALATOR CLAUSE PROPOSED \$0,00054 PER HUNDREDWEIGHT.

Cost Savings Total Calculations:

ITEM	USAGE ESTIMATE	CASS-CLAY COST	DIFFERENCE CALCULATION	DETERMINATION
1%	359,945 containers	\$103,664.16	NA	Cass-Clay
FAT FREE WHITE	167,029 containers	\$46,267.03	NA	Cass-Clay
FAT FREE CHOCOLATE	839,364 containers	\$243,415.56	NA	Cass-Clay

EXAMPLE TEMPLATE (3)

**SCHOOL BOARD RESOLUTION
INDEPENDENT SCHOOL DISTRICT NO. _____
ADOPTING THE SCHOOL DISTRICT’S FISCAL YEAR (FY) 25
LONG-TERM FACILITIES MAINTENANCE TEN-YEAR PLAN**

WHEREAS, to qualify for Long-Term Facilities Maintenance revenue, Minnesota Statutes 2022, section 123B.595, subd. 4 states a school district or intermediate district must annually adopt and approve a ten-year LTFM facilities plan by July 31 for commissioner approval.

WHEREAS, the school district has developed a ten-year Long-Term Facilities Maintenance plan consistent with this law.

School Board Member _____ moved for the resolution adoption and the motion was duly seconded by School Board Member _____ and, upon vote being thereon, the following voted in favor of the motion:

And the following voted against _____.

THEREFORE, BE IT RESOLVED THAT, the School Board of Independent School District No. _____ approves and adopts the attached ten-year Long-Term Facilities Maintenance plan for FY 25 on the _____ of _____, 2023.

SCHOOL BOARD CLERK SIGNATURE

Disclaimer – This template is optional for school board use and does not constitute legal advice. For legal advice on school board resolutions and long-term facilities maintenance statutes, please consult your school district’s attorney.



815 37TH AVE. S. | SUITE 100 | MOORHEAD, MN 56560

701.451.4811

800.627.8220

651.925.0057

www.TheVillageFamily.org

June 29, 2023

Ulen Hitterdal Public School District
Attn: Dustin Flaten, Superintendent
27 2nd Street N
Ulen, MN 56585

Mr. Flaten,

Thank you for the invitation to provide co-located mental health therapy and programming in the Ulen Hitterdal Public School District. Co-located mental health services provide students with barrier free, convenient, therapeutic interventions to promote a student's success at school and overall mental health. Onsite services reduce student's time away from the classroom in addition to increasing needed collaboration with school personnel.

The Village has provided school-based mental health services for over twelve years and has developed a successful model for co-located services. We currently operate school-based mental health services in several school districts in Minnesota and across North Dakota.

Our team of providers at the Moorhead office have received a variety of trainings in evidence-based models focused on improving the lives of children and families. We are dedicated to staying abreast of cutting-edge therapeutic approaches and are fully accredited by the Council on Accreditation. Our passion for serving children and families is evident through our long-standing history of service.

As to be outlined in the MOU from the Clay County Collaborative, this partnership is to be funded through billing to third party payers and through contract dollars in the amount of \$38,000 for the period of July 1, 2023 through June 30, 2024. As discussed, on-site services will start the last week of August 2023 during back-to-school workshops.

To promote the mutual success of this partnership, I want to outline a few items. Due to the rural location of the school and the distance needed to travel from our office to the school, The Village will bill the contract for 4 hours of lost productivity when the school closes for weather related incidents and The Village is open for service. If The Village is also closed due to weather, no time will be billed. Additionally, The Village will charge the contract for 4 hours of lost productivity if upon arrival at the school there is not at least a ½ day of client contact available due to unforeseen circumstances.

NORTH DAKOTA LOCATIONS
Bismarck | Fargo | Grand Forks | Minot



MINNESOTA LOCATIONS
Alexandria | Detroit Lakes | Fergus Falls
Mahnomon | Moorhead | St. Cloud | Warroad

The Village welcomes the opportunity to partner with the Ulen Hitterdal School District to provide high quality mental health services to students and their families. Your signature below indicates your desire to partner with The Village Family Service Center.

Dustin Flaten, Superintendent Date

Joni Medenwald, Division Director Date

Sincerely,



Shauna Erickson-Abou Zahr, M.S., LMFT
Regional Program Supervisor
The Village Family Service Center- Moorhead, MN
(701) 451-4837

Interquest Detection Canines®

(INTERQUEST)

Ulen-Hitterdal School District

(the District)

This shall serve as an agreement by and between Interquest Detection Canines® and the DISTRICT for substance awareness and detection services for the period of September 2023 through May 2024.

It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non- aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT. Suspected drugs of abuse may be field-tested to provide preliminary or presumptive identification of the drug.

INTERQUEST agrees to provide 4 Half day visits for the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. The cost for each visit will be \$340.00 per team. Multiple canine teams will be charged on a per team basis. Required court testimony on behalf of the DISTRICT will be charged at the same rate. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. The District will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. DISTRICT will be responsible for payment for any visit made on any day other than those days noted as unacceptable on the attached school calendar.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and other state regulatory agencies as required.

INTERQUEST DETECTION CANINES®

Sara Fox

School's signature _____

