

ULEN-HITTERDAL SCHOOL DISTRICT
 REGULAR SCHOOL BOARD MEETING
 WEDNESDAY, MAY 8, 2024
 6:00 PM
 BOARD ROOM

<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			
2021	___ Bob Klemetson	2025	2023	___ Donna Jacob	2027
2021	___ Nolan Braseth	2025	2023	___ Laura Tweten	2027
2023	___ Jennie Wibe-Bjerke	2027	2024	___ Troy Amundson	2025

AGENDA

- I. Call to Order – Pledge of Allegiance
- II. Oath of Office
- III. 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.)
- IV. Special Reports:
- V. Good News: Ted Critchley
 - A. Art & Literacy Night
 - B. FFA State Convention
 - C. Personal Finance Decathlon
 - D. Prom
 - E. Student of the Month Celebration
- VI. Approval of Minutes
- VII. Approval of Claims and Liquid Transfers
- VIII. Reports:
 - A. Special Ed/Title Program – Laura Tweten
 - B. ECFE/Community Ed – Mindy Bakke
 - C. Student & Minority Liaison – Troy Amundson, 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 – Troy Amundson, Mindy Bakke, Donna Jacob
 - G. Marketing/Co-Curricular – Troy Amundson, Jennie Wibe-Bjerke, Bob Klemetson
 - H. Facilities/Finance/Personnel – Jenne Wibe-Bjerke, Nolan Braseth, Donna Jacob
 - I. Food Service/Wellness – Troy Amundson, Mindy Bakke
 - J. MSHSL – Bob Klemetson
 - K. Worlds Best Workforce – Laura Tweten, Donna Jacob

- IX. Dean of Students Report: Ted Critchley
 - A. Spring Concerts
 - B. Community Clean-Up Day
 - C. Elementary Field Trips
 - D. High School Schedule
 - E. Graduation

- X. AD Report:
 - A. Spring Sports Preview

- XI. Superintendent Report: Dustin Flaten
 - A. Enrollment Update & Projections
 - B. Donation from City of Ulen
 - C. WIDA/MCA/ACT Testing
 - D. Special Election Update
 - E. Revised Budget

- XII. Approval of Agenda

- XIII. Action Agenda:
 1. Recommendation to approve the hire of Heather Malone as an ELA teacher for the 2024-2025 school year.
 2. Recommendation to approve an overnight Chanhassen Dinner Theatre stay for the UH Musical participants. (Enclosed)
 3. Recommendation to approve the UH High School Band & Choir trip to New York City for May 8-11, 2025. (Enclosed)
 4. Recommendation to approve the new steps and lanes for Library/Admin Secretary/Night Custodian column in our non-certified contract. (Enclosed)
 5. Recommendation to accept the resignation of Peg Braaten from our UH Native American Program Coordinator position, effective June 30th, 2024. (Enclosed)
 6. Recommendation to accept the resignation of Kim Skjold from our Student Council Advisory Position, effective June 30th, 2024. (Enclosed)
 7. Recommendation to accept the estimate from Green Construction LLC for a parent drop off/pick up lane and sidewalks. (Enclosed)

- XIV. Upcoming Meetings and Special Events: Regular School Board Meeting for Bond Sale Wednesday, May 22nd, at 6pm.

- XV. Adjourn

Enrollment

	<u>March, 2024</u>	<u>May, 2024</u>
Kg	15	15
1	25	25
2	19	19
3	20	20
4	20	20
5	21	21
6	<u>27</u>	<u>27</u>
	147	147
7	30	30
8	28	28
9	25	26
10	16	16
11	22	22
12	<u>26</u>	<u>26</u>
	147	148
TOTALS	294	295

New Students:
Grade 9 (1)

Students Leaving:

2024-2025
Teacher Contract
Independent School District No. 914
Ulen-Hitterdal Public Schools

The School Board of Independent School District No. 914 of the State of Minnesota, Ulen, Minnesota, enters into this agreement, pursuant to M.S. 122A.40, as amended, with **Heather Malone**, a legally qualified and licensed teacher who agrees to teach in the public schools of said district as a **Teacher, BA, Step 12**, for the school year **2024 to 2025**.

The Following Provisions Shall Apply and Are a Part of This Contract:

1. **Basic Services:** Said teacher shall faithfully perform the services prescribed by the school board or its designated representative, whether or not such services are specifically described in this contract, abide by the rules and regulations as established by the school board and State Board of Education, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach in the schools of said district as assigned in such grades or subjects for which the teacher has the necessary license.
2. **Duration:** This contract is subject to the provisions of M.S. 122A.40 as amended and to all laws, rules and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination and discharge for cause of teachers. Thereafter this contract shall remain in full force and effect except if modified by mutual consent of the school board and the teacher or unless terminated as provided by law, or by written resignation pursuant to M.S. 122A.40.
3. **Duty Year:** The teacher's duty year and vacation days shall be as adopted by the school board, and teacher agrees to teach on those legal holidays on which the school board is authorized to conduct school if the school board so determines. In the event a duty is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the school board.
4. **Additional services:** The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments, subject to established compensation for such services which exceed the services authorized in paragraph 1. Said extracurricular, co-curricular or other assignments may be described in paragraph 6 of this contract or by letter assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The school board, or its designated representative, may make any additions or amendments during the duty year as shall be necessary. Said extracurricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's continuing contract rights unless the words "continuing contract" are recorded immediately following the assignment.
5. **Reference:** This contract shall be subject to the agreement between the school district and the exclusive representative, if any, and the provisions of the Public Employment Labor Relations Act as amended.
6. **Special Provisions:** (Insert here any other contractual provisions).
7. **In Consideration Thereof**, the School Board agrees to pay said teacher the following annual salary:

\$62,048.00

For Basic Teaching Services

For additional services as set forth in paragraph 4 and
Found on extra-curricular extra duties contract.

\$62,048.00

Total Salary, Exclusive of Fringe

In Witness Whereof, I have subscribed this 29th day of April, 2024.

Teacher Heather Malone

In Witness Whereof, We have subscribed our signature this _____ day of _____, 20_____.

Chairperson _____

Clerk _____

Chanhassen Trip Details

WHEN: June 14-15, 2024

WHERE: Chanhassen Dinner Theatre, Mall of America, Target Field

WHAT: 1) Lunch/Shopping at Mall of America on Friday 6/14
2) Attend the Twins vs A's game on Friday, 6/14 at 7:00 pm (concert by Flo Rida to follow at Target Field)
2) Dinner and Show (*Beautiful*) at Chanhassen Dinner Theatre 6/15 at 1 pm

WHO: Between 47 travelers
36 musical students in grades 8-12
8 Chaperones
2 Directors
1 Directors' child

ACCOMODATIONS: Hampton Inn and Suites in Bloomington

TRAVEL ACCOMMODATIONS: Charter from Valley Bus of Fargo, ND

COST: About \$225/person includes bus, hotel, dinner, show, Twins ticket (which includes all you can eat ballpark fare) and all gratuities, taxes, tips, fees

EXTRAS: Breakfast included at hotel; other meals and spending money is student responsibility

PRELIMINARY DETAILS:

Friday, July 7

- Leave Ulen in the morning (8:00ish)
- Lunch/Shopping at MOA
- Check-in to hotel at 4:00 pm
- Twins game at 7:00 pm
- Return to hotel after game/concert

Saturday, July 8

- Breakfast, check-out, and load coach late morning
- Attend the 1:00 pm matinee of *Jersey Boys* at Chanhassen Dinner Theatre
- Depart for home after the show
- Return to Ulen in the evening

Ulen-Hitterdal High School Band & Choir
New York City
May 8 – 11, 2025

TBD	Load luggage on Valley Bus at Ulen-Hitterdal HS, 27 2 nd St NW, Ulen, MN
TBD	Depart for Minneapolis Hubert Humphrey Airport Terminal 2 (4 hr drive)
	OR
	Fly out of Fargo Airport
	Thursday, May 8th
Day 1	<i>(today's schedule based on air itinerary)</i>
TBD	Check in for your flight.
TBD	Flight departs for NYC
TBD	Arrive in NYC – pull luggage and depart for Chinatown and Little Italy - lunch on your own & shopping.
3:00 pm	Depart for Radio City Music Hall
3:45 pm	Line up for 4 pm Radio City Music Hall Tour (60 minute tour) (2 tour groups)
	Following tour walk to Times Square.
6:00 pm	Dinner at Hard Rock Cafe Times Square <i>Included</i>
7:30 pm	Depart for and check in to your hotel
	LaQuinta Inn & Suites, Clifton NJ <i>based on availability</i>
	Day 2
	Friday, May 9th
6:30 am	Hot breakfast at hotel <i>included</i>
7:00 am	Depart for NBC Today Show
9:15 am	Depart for 10 am Broadway “Meet the Artist” Workshop (60 minutes)
11:00 am	Depart for Ellens’ Stardust for Lunch 11:30 am <i>Included</i>
1:00 pm	Walk to go to Top of the Rock 1:30 pm entrance
	Depart for Times Square dinner on your own
TBD	Meet at Broadway Show TBD
9:45 pm	Depart for hotel following Broadway Show.
	Day 3
	Saturday, May 10th
7:00 am	Hot breakfast at hotel <i>Included</i>
8:00 am	Depart for walk through Central Park seeing Poets Walk, Trump Skating Rink, Sheeps Meadow, Central Park Band shell & Strawberry Fields – Impromptu Choir Performance opportunity in Central Park at Bethesda Fountain and/or Band shell.
10:00 am	Walk to Rockefeller Center -Visit St. Patrick’s Cathedral and shopping on your own on 5 th Avenue and NBC Store. Lunch on your own at Rockefeller Center.
	Walk to Times Square.
1:30 pm	Meet for 2 pm Broadway Show Matinee of Hamilton <i>(based on schedule and availability)</i>
4:40 pm	Free time in Times Square.
5:45 pm	Depart for 6:30 pm DJ Dinner/Harbor Cruise – see the NYC skyline and Statue of Liberty up close at night! <i>Buffet dinner included</i>
9:30 pm	Depart for hotel after cruise.

Ulen-Hitterdal High School Band & Choir
New York City
May 8 – 11, 2025

Day 4	Sunday, May 11th
6:30 am	Hot breakfast at hotel <i>Included</i>
7:00 am	Check out, load luggage
7:45 am	Depart for 911 Memorial Site – 911 Memorial & Museum
9:15 am	Meet for 9:30 am entrance to 911 Memorial Museum
11:00 am	Walk to Trinity Church and Wall Street to see the “ Bull ” Depart to Greenwich Village for lunch on your own.
1:15 pm	Depart for Blue Man Group (<i>2 pm show based on availability</i>)
3:30 pm	Following show depart for NYC/Laguardia Airport
TBD	Flight departs for Minneapolis
TBD	Arrive at Minneapolis Hubert Humphrey Airport Depart for Ulen-Hitterdal HS. Welcome Home!

Optional activities to include *not currently included in package pricing:*

Madaam Tusads
Carnegie Hall Tour

Estimated Package Price: \$1,700 - \$1,720 per paying passenger

Based on 73 passengers: 57 paying students, 14 chaperones paying 100%, 2 directors paying \$0
Based on students in quad occupancy rooms and chaperones in double occupancy rooms

***Based on 2024 vendor rates*

***Based on estimated NYC Motorcoach Rate*

Final price can be secured when air seats are contracted, 2025 vendor rates are made available in the fall of 2024 and when the final rooming list/passenger count is submitted.

Inclusions:

Airport Transportation and driver gratuity
Roundtrip Air Ticket (*\$400 per person*)
Motorcoach Transportation in NYC – 2 coaches
Driver Gratuity (*2 driver*)
3 nights in NYC/New Jersey Area hotel
Meals and Activities as noted in Itinerary
\$100 ticket price included for each Broadway Show as noted in itinerary (2)
Leisure Time Tours Tour Manager

Non-Inclusions:

Airline Luggage Check-in Fees and Overage Fees

Airlines Note:

Southwest Airlines provides free check in bag
Sun Country Airlines provides free check in bag

Ulen-Hitterdal ISD 914

Classified Schedule 2024-2025

Negotiations-Step Plus \$.50 Increase-Bus Step Plus \$1.00

Yrs	A11	B22	B23	Library/			
				Cook Helper	Cook Custodian Para-Instr	Admin Secretary Night Custodian	Bus Driver
0	15.18	16.67	18.10				26.50
1	15.45	16.95	18.40				26.80
2	15.73	17.24	18.69				27.10
3	16.02	17.52	19.00				27.40
4	16.31	17.81	19.29				27.70
5	16.59	18.08	19.58				
6	16.87	18.37	19.87				
7	17.16	18.66	20.16				
8	17.45	18.95	20.45				

-Sick leave is based on the number of hours an employee works per fiscal year.

-An employee who works 2080 hours a year gets 80 hours of sick leave each year and can accumulate up to 360 hours of unused sick leave. If an employee works less than 2080 hours, their sick leave is prorated.

-An employee receives 2.5 personal leave days per year.

-Year round employees are the only employees who get vacation. 6 months through 5 years receive 10 days, 6 years through 10 years receive 15 days, 11 years through 15 years receive 20 days, and 16 years and over receive 25 days.

-If you work 8 hours per day, you receive \$6,250 towards our group health insurance if you choose to participate. If an employee works under 8 hours a day, the amount the district contributes is prorated.

-Employees who work 8 hours per day will receive \$1,400 per year matching funds to a TSA.

-Employees who exceed the maximum allowance of sick leave, on an annual basis, the district will pay into a 403B/Tax Sheltered Annuity, 1/3 of the unused annual sick leave allotment, so long as the employee opens a 403B/Tax Sheltered Annuity account.

-Longevity-\$250 for those employees with 10-14 years of service-\$350 for those employees with 15 years or more of service.

April 18, 2024

TO: Mr. Flaten

FR: Peg Braaten
U-H NA Program Coordinator

Due to my health and of course the natural aging process, I'll be resigning from my U-H position at the close of the 2024 school year. I have thoroughly enjoyed the opportunity to design the present U-H NA program along with staff and the Parent Advisory Committee members. U-H school is an excellent school with very dedicated staff that can work together to achieve the best for the students. What a powerful resource to have when working in these difficult times!

Here are a few suggestions to think about when selecting the new staff person and/or moving ahead with future programming:

- Try to select a Native American person or at least an individual that has had direct experience working with Native Americans or Tribal Programs. I think some ties to the Native communities will assist the person in positive ways when starting this new position. Trust building is key to working with Native Americans.
- Another thought, this position may become a percentage of a present position so that person can become a full time person or if hiring for another new position this position may become part of that position. Oh well, as the wheel's continue to roll!
- I have not attended any State Conferences. But now, attendance at least once a year is vital to the program's success. Fees for attendance can be taken from the grant. Annually there are so many changes, it's key for the new person to stay updated and share the changes and challenges with the school staff as well as the U-H NA Parent Advisory Committee.
- Working with area schools will provide new program insights and potential Native American contacts for U-H. Cost sharing can also be very helpful with overall costs.
- Also I notice the State is encouraging more meetings, thus be sure the committee members are prepared for that and willing to participate in the decision making process. Perhaps some board member training would be appropriate. I know the State has developed some video training and board training might be one of the topics.

These are just some comments I think are important to share with the search committee and hopefully assist with a smooth transition. As always, I wish the very best for the school. If you have any questions please call.

Dear Mr. Flaten, Mr. Critchley, and UH School Board,

I am writing to inform you that I am resigning from my position as the Student Council Advisor, effective immediately. I have been serving as the Student Council Advisor for the past five years and I believe it is time for me to step down and allow someone else to take over. I would like to focus more on my School Counseling Role and spend more time with my family during non-work hours.

I am confident that this decision is in the best interest of my personal and professional life. I believe that opening up this position to someone else will bring new ideas, perspectives, and opportunities for the students. I will be available to assist during the transition period.

Thank you for your understanding and support in this matter.

Sincerely,
Kim Skjold

ESTIMATE

Green Construction LLC
21540 170th Ave N
Ulen, MN 56585

greenconstruction1977@gmail.com
701-261-1238

UH School

Bill to

UH School

Loading zone (City will reimburse school for this)

Estimate details

Estimate no.: 1324

Estimate date: 04/30/2024

#	Date	Product or service	Description	Amount
1.		Services	248' x 8' x 5" slab Cut asphalt, dig out sod, put in fill & pack 8' x 10" culvert 4,500 PSI concrete, 1/2" rebar 2' OCEW, & labor	\$18,360.00
Total				\$18,360.00

ESTIMATE

Green Construction LLC
21540 170th Ave N
Ulen, MN 56585

greenconstruction1977@gmail.com
701-261-1238

UH School

Bill to
UH School

Estimate details

Estimate no.: 1322

Estimate date: 04/12/2024

#	Date	Product or service	Description	Amount
1.		Services	538' x 4' sidewalk Strip sod & black dirt, put in fill & pack 4,000 PSI concrete, 1/2" rebar, fill, & labor	\$17,260.00
Total				\$17,260.00



Dustin Flaten <dflaten@ulenhitterdal.k12.mn.us>

Elementary Pickup Zone

4 messages

Randy Zimmerman <randy.zimmerman@westcentralag.com>
To: Dustin Flaten <dflaten@ulenhitterdal.k12.mn.us>

Mon, Apr 22, 2024 at 1:26 PM

Dustin,

As I go back to the council with a proposal to present on behalf of the City, I would like to clarify that:

1. School Get Bids and The City would pay School district \$15,750 towards the 8' X 246' Street extension.
2. School would add sidewalk along that street addition for safely unload/ load students before and after school.
3. The sidewalk should connect the North parking lot to the south entrance sidewalk for ease of parking in North Lot for afterschool activities.
4. The street addition could be used for parking for afterschool activities.
5. The school would be responsible for maintenance and snow removal of that portion of the pickup area and the sidewalk.

Let me know what you think and this would be an action item for our next council meeting.

Thanks,

Randy

Randy Zimmerman

Grain Merchandiser

West Central Ag Services

218-596-8821

701-212-6759