

ULEN-HITTERDAL SCHOOL DISTRICT
 REGULAR SCHOOL BOARD MEETING
 WEDNESDAY, FEBRUARY 12, 2025
 6:00 PM IN THE BOARD ROOM

<u>Elected</u>	<u>Roll Call</u>	<u>Term Exp.</u>	<u>Elected</u>	<u>Roll Call</u>	<u>Term Exp.</u>
2025	___ Nick Theis	2029			
2025	___ Shelly Thordal	2029	2023	___ Donna Jacob	2027
2025	___ Nolan Braseth	2029	2023	___ Laura Tweten	2027
2023	___ Jennie Wibe-Bjerke	2027	2025	___ Troy Amundson	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: None

- IV. Good News: Ted Critchley
 - A. Section Band & Choir
 - B. Academic Competitions: Spelling Bee, Mathcount, Knowledge Bowl
 - C. FFA
 - D. National School Counselor's Week

- V. Approval of Minutes

- VI. Approval of Claims and Liquid Transfers

- VII. Reports:
 - A. Special Ed/Title Program – Laura Tweten
 - B. ECFE/Community Ed – Shelly Thordal
 - C. Student & Minority Liaison – Troy Amundson, Shelly Thordal, Laura Tweten
 - D. Negotiations – Travis Amundson, Nolan Braseth, Laura Tweten
 - E. Meet & Confer – Nick Theis, Jennie Wibe-Bjerke, Laura Tweten
 - F. Technology/Vocational – Troy Amundson, Nolan Braseth, Donna Jacob
 - G. Marketing/Co-Curricular – Troy Amundson, Jennie Wibe-Bjerke, Nick Theis
 - H. Facilities/Finance/Personnel – Jennie Wibe-Bjerke, Nolan Braseth, Donna Jacob
 - I. Food Service/Wellness – Troy Amundson, Nick Theis
 - J. MSHSL – Jennie Wibe-Bjerke
 - K. World's Best Workforce – Laura Tweten, Donna Jacob

- VIII. Dean of Students Report: Ted Critchley
 - A. 100th Day of School
 - B. Early Dismissal Day on February 14
 - C. Scheduling

- IX. AD Report: Ryan Pahl
 - A. Winter sports update
 - B. Co-Pairing Committee Meeting (March 17th @ 4:30 in Twin Valley)

- X. Superintendent Report: Dustin Flaten
 - A. Enrollment Update (Enclosed)
 - B. Project Cost Tracking and Updates (Enclosed)
 - C. MNOHS Agreement Update
 - D. Calendar
 - E. Legislative Updates

- XI. Approval of Agenda

- XII. Action Agenda:
 - A. Recommendation to approve an \$8,000 donation to the Ulen Lions for a community digital sign. (Enclosure)
 - B. Recommendation to accept the retirement resignation of Janet Maesse effective at the end of the 2024-2025 school year. (Enclosure)
 - C. Recommendation to approve the medical leave for Tessa Nelson from September 2nd to November 24th. (Enclosure)
 - D. Recommendation to approve UH FFA members to join Hawley FFA in a ski/snowboarding trip to Montana. (Enclosure)
 - E. Recommendation to approve the 2025-2026 calendar that was presented in the Superintendent report.

- XIII. Upcoming Meetings and Special Events: Regular School Board Meeting to be held on Wednesday, March 12th.

- XIV. Adjourn

Enrollment

	<u>Jan, 2025</u>	<u>Feb, 2025</u>
Kg	20	20
1	15	15
2	25	25
3	24	23
4	19	19
5	20	19
6	<u>26</u>	<u>26</u>
	149	147
7	27	27
8	33	32
9	29	29
10	30	30
11	19	19
12	<u>21</u>	<u>21</u>
	159	158
TOTALS	308	305

New Students:

Students Leaving:

Grade 3 (1)

Grade 5 (1)

Grade 8 (1)

Project Cost Tracking



Ulen-Hitterdal Public School District

	Amount Billed Against Fund
Roofing Referendum	\$ 4,070,775.00 \$ 3,247,625.69
Security and Facility Referendum	\$ 1,553,200.00 \$ 538,761.85
Total	\$ 5,623,975.00 \$ 3,786,387.54

Date Updated: 1/05/2025



Ulen-Hitterdal Public School District

Total Project Value \$ 5,623,975.00

Signed Contracts	Original Contract Value	Approved Change Orders	Current Contract Value	Paid To Date	Amount Remaining	% Remaining	Contractor Change Potential Under Review
Jackson & Associates, LLC (Roofer)	\$2,426,000.00	\$398,262.34	\$ 2,824,262.34	\$	2,526,594.04	10.54%	\$0.00
Johson Controls (Roofing Ductwork)	\$15,969.00	\$2,325.00	\$ 18,294.00	\$	15,170.55	17.07%	\$0.00
Holm Construction Services, LLC	\$845,640.00	\$0.00	\$ 845,640.00	\$	\$845,640.00	100.00%	\$0.00
Musco Sports Lighting	\$135,622.00	\$0.00	\$ 135,622.00	\$	135,622.00	0.00%	\$0.00
Dakota Electric	\$86,825.00	\$0.00	\$ 86,825.00	\$	86,825.00	0.00%	\$0.00
SiteLogIQ Professional Services	\$1,088,096.00	\$0.00	\$ 1,088,096.00	\$	855,496.51	21.38%	\$0.00
Total Cost	\$ 4,598,152.00	\$ 400,587.34	\$ 4,998,739.34	\$	\$ 3,619,708.10	29.99%	\$0.00

Contingency	\$	1,025,823.00
Approved Change Orders	\$	400,587.34
NIC - Owner Provided	\$	216,515.77
Contractor Change Potential	\$	\$0.00
Remaining Contingency	\$	408,719.89



Pay Application Report

Date Updated: 1/05/2025

Jackson & Associates, LLC (Roofer)

Pay Application Date	Pay Application Number	Total Amount	Roofing Referendum	Security and Facility R Notes
5/13/2024	7663-1	\$ 1,701,158.82	\$ 1,701,158.82	
6/24/2024	7663-2	\$ 523,665.18	\$ 523,665.18	
7/30/2024	7663-3	\$ 98,974.80	\$ 98,974.80	
8/31/2024	7663-4	\$ 60,325.00	\$ 60,325.00	
12/5/2024	7663-5	\$ 142,470.24	\$ 142,470.24	
		\$ -	\$ -	
		\$ -	\$ -	
Total Amount		\$ 2,526,594.04	\$ 2,526,594.04	\$ -

Johson Controls (Roofing Ductwork)

Pay Application Date	Pay Application Number	Total Amount	Roofing Referendum	Security and Facility R Notes
2/4/2025	1	\$ 15,170.55	\$ 15,170.55	
		\$ -	\$ -	
Total Amount		\$ 15,170.55	\$ 15,170.55	\$ -

Holm Construction Sevices, LLC

Pay Application Date	Pay Application Number	Total Amount	Roofing Referendum	Security and Facility R Notes
		\$ -	\$ -	
Total Amount		\$ -	\$ -	\$ -

Musco Sports Lighting

Pay Application Date	Pay Application Number	Total Amount	Roofing Referendum	Security and Facility R Notes
8/8/2024	1 - 428553	\$ 135,622.00	\$ -	\$ 135,622.00 Paid In Full
Total Amount		\$ 135,622.00	\$ -	\$ 135,622.00

Dakota Electric

Pay Application Date	Pay Application Number	Total Amount	Roofing Referendum	Security and Facility R Notes
9/9/2024	1 - 9092024	\$ 82,483.75	\$ -	\$ 82,483.75
9/9/2024	2 - 9092024	\$ 4,341.25	\$ -	\$ 4,341.25 Paid in Full
Total Amount		\$ 86,825.00	\$ -	\$ 86,825.00



Pay Application Report

Date Updated: 1/05/2025

SiteLogiQ Professional Services

Pay Application Date	Pay Application Number	Total Amount	Roofing Referendum	Security and Facility R Notes
11/30/2023	DEV#1	\$ 18,000.00	\$ 12,960.00	\$ 5,040.00 Development Contract
12/31/2023	DEV#2	\$ 6,000.00	\$ 4,320.00	\$ 1,680.00 Development Contract
1/30/2024	DEV#3	\$ 6,000.00	\$ 4,320.00	\$ 1,680.00 Development Contract
11/30/2023	1	\$ 34,480.25	\$ 24,825.78	\$ 9,654.47 Early Design/PSA Contract
12/31/2023	2	\$ 24,628.75	\$ 17,732.70	\$ 6,896.05 Early Design/PSA Contract
1/30/2024	3	\$ 14,777.25	\$ 10,639.62	\$ 4,137.63 Early Design/PSA Contract
2/29/2024	4	\$ 14,777.25	\$ 10,639.62	\$ 4,137.63 Early Design/PSA Contract
3/31/2024	5	\$ 9,851.50	\$ 7,093.08	\$ 2,758.42 Early Design/PSA Contract
5/31/2024	6	\$ 249,071.96	\$ 179,331.81	\$ 69,740.15 Early Design/PSA Contract
6/30/2024	7	\$ 217,437.08	\$ 156,554.70	\$ 60,882.38 Early Design/PSA Contract
7/31/2024	8	\$ 164,712.28	\$ 118,592.84	\$ 46,119.44 Early Design/PSA Contract
8/31/2024	9	\$ 30,264.04	\$ 21,790.11	\$ 8,473.93 Early Design/PSA Contract
9/30/2024	10	\$ 15,659.82	\$ 11,275.07	\$ 4,384.75 Early Design/PSA Contract
10/30/2024	11	\$ 15,659.82	\$ 11,275.07	\$ 4,384.75 Early Design/PSA Contract
11/30/2024	12	\$ 15,765.63	\$ 11,351.25	\$ 4,414.38 Early Design/PSA Contract
12/31/2024	13	9205.44	6627.9168	2577.5232 Early Design/PSA Contract
1/31/2025	13	9205.44	6627.9168	2577.5232 Early Design/PSA Contract
Total Amount		\$ 855,496.51	\$ 580,075.33	\$ 225,584.85



Change Order Report

Change Order Totals

Total Approved \$ 400,587.34
 Total Potential \$ -
 Remaining Contingency \$ 408,719.89

School Approved

Date Updated: 1/05/2025

Contractor	Date	Event	Reason For Change	Amount	Notes
Roofing Contractor - Jackson & Associates LLC	6/1/2024	To change from flood and gravel surface to mineral surface based on the engineer's requirements (8) ladders to access different roof sections	Contractor Request	\$ 32,305.00	
Roofing Contractor - Jackson & Associates LLC	6/25/2024	(8) ladders to access different roof sections	Owner Requested	\$ 37,615.00	
Roofing Contractor - Jackson & Associates LLC	7/8/2024	Add the expansion joints on Roof Section J & D and additional drain/slope on Roof Section J	Unforeseen	\$ 28,405.00	Add the expansion joints on Roof Section J & D and additional drain/slope on Roof Section J
Roofing Contractor - Jackson & Associates LLC	7/8/2024	Cover the rest of the EIFS on the whole school with the same garland wall panels we are doing for the reroof project	Owner Requested	\$ 488,640.00	Cover the rest of the EIFS on the whole school with the same garland wall panels we are doing for the reroof project
JCI Ductwork - Johnson Controls Inc	7/10/2024	Welding Kitchen Grease Hood	Unforeseen	\$ 2,325.00	Kitchen Grease Hood is to be welded per code
Roofing Contractor - Jackson & Associates LLC	7/8/2024	Revise wall panel amount and deduct for electrical repairs and dirt and concrete	Owner Requested	\$ (188,702.66)	Revise wall panel amount and deduct for electrical repairs and dirt and concrete

School Consideration

Contractor	Date	Event	Reason For Change	Amount	Notes

Potential Change Orders Under Review

Contractor	Date	Event	Reason For Change	Amount	Notes

Ulen Lions Club
Ulen, MN 56585

Dear Business Owner,

I hope this letter finds you well. We are writing on behalf of the **Ulen Lions Club**. As a vital member of our community, your support has always been instrumental in fostering growth and unity within our town.

We are excited to announce a new project that we believe will greatly benefit our community: **the installation of a digital sign in the center of town**. This sign will serve as a hub for important announcements, including sporting events, Top Hat Theater shows, band and choir concerts, and various other community functions. By keeping everyone informed and engaged, we hope to enhance the vibrancy and connectivity of Ulen and surrounding towns.

We have selected the location for the digital sign to be placed in the heart of Ulen, located in the parking lot south of Peterson Insurance Services, as it offers maximum visibility for both local residents and drivers passing through.

Our goal is to raise \$50,000 to cover the cost of purchasing and installing this digital sign. Given the presence of such signs in many surrounding towns, we believe this addition will not only keep Ulen up-to-date, but also boost community spirit and participation in local events.

We are reaching out to local businesses like yours to ask for your support in making this project a reality. We are excited to offer you a unique opportunity to advertise your business on our high-visibility digital sign! With hundreds of views daily, this is a great way to promote your business while supporting our community.

We are currently offering two advertising options:

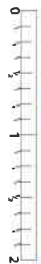
1. **30" x 30" Panel**-\$8,000 donation
2. **30" x 15" Panel**- \$4,000 donation

Thank you for considering our request. Your support will not only help us realize this project, but also reinforce the sense of community that makes Ulen such a wonderful place to live and work. Should you have any questions or need further information, please feel free to contact Bob or Stacy Klemetson.

We look forward to the possibility of partnering with you on this exciting venture.

Warm regards,

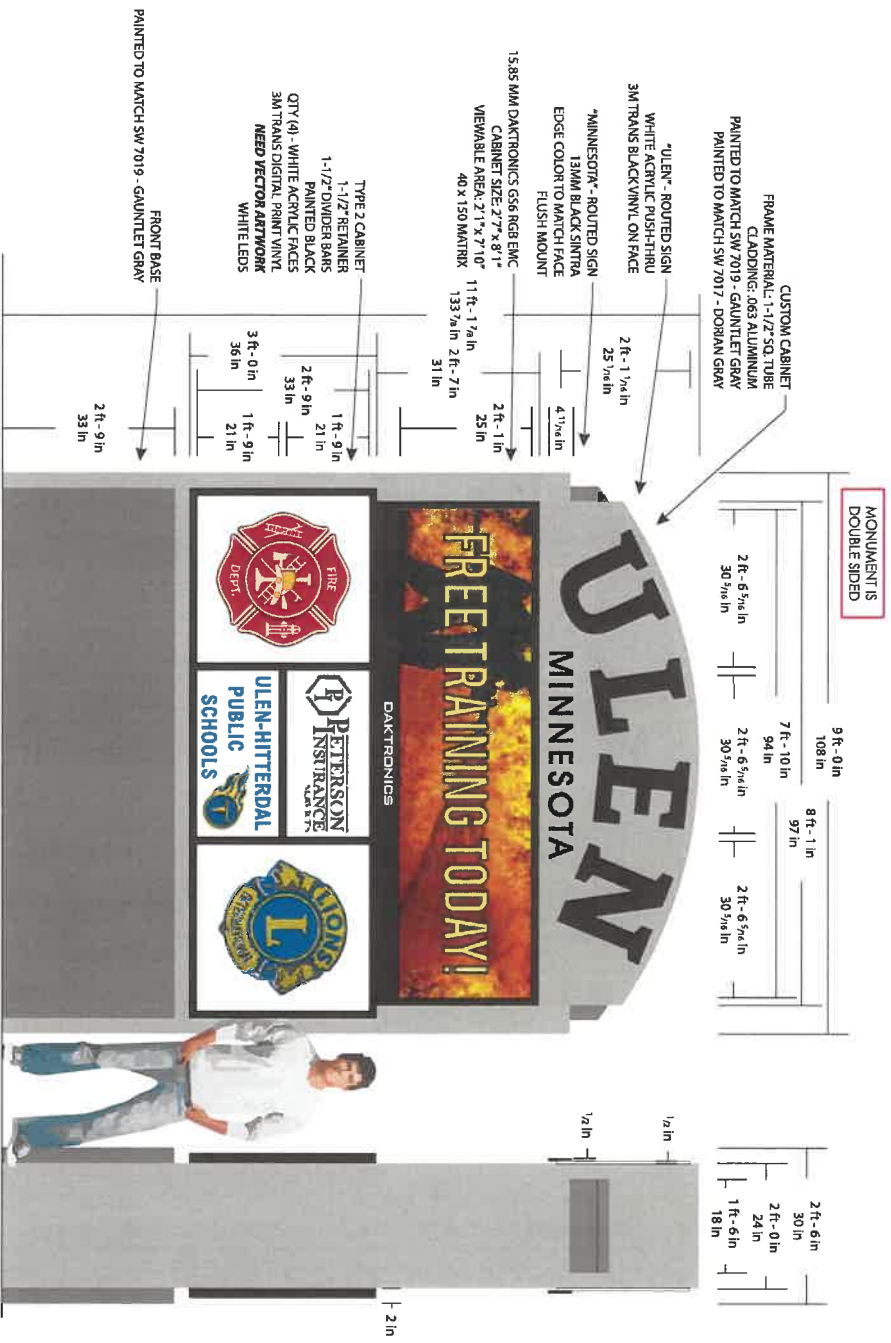
Ulen Lions



ELECTRICAL: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUND AND BONDING OF THE SIGN.

The client warrants that the subject matter to be printed is not copyrighted by a third party. The client also recognizes that because subject matter does and have to later to incur a copyright notice in order to be protected by copyright law. Absence of such notice does not necessarily create a right to copy. The client agrees to indemnify and hold Sign Corp. harmless for liability, damages and attorney fees that may be incurred by Sign Corp. connected with copyright infringement involving the work product provided.

PLEASE NOTE: ARTWORK NOT READY FOR PRODUCTION!



SCALE: 1/2" = 1' FRONT VIEW

SCALE: 1/2" = 1' SIDE VIEW

NEED VECTOR ARTWORK & COLORS

PIPE FOOTING
STRUCTURE: ROUND PIPE
BASE HOLE: O.D.: 6.625"
LENGTH: 19' - 7"
DRILLED PIER FOOTING: 2" DIAMETER 8' - 0" DEEP

PHOTOS ON PAGE 2 & 3



ELECTRICAL: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.

The client warrants that the subject matter to be printed is not copyrighted by a third party. The client also recognizes that because subject matter does not have to be copyrighted in order to be protected by copyright law, absence of such notice does not necessarily create a right to reproduction. The client further warrants that no copyright notice has been removed from any material used in preparation of the subject matter for reproduction. To support these warranties, the client agrees to indemnify and hold Gentle Sign harmless for all liability, damages and attorney fees that may be incurred by Gentle Sign connected with copyright infringement involving the work production provided.

PERSPECTIVE / LOOK IS APPROXIMATE



BEFORE - NOT TO SCALE



AFTER - NOT TO SCALE - DAY VIEW



AFTER - NOT TO SCALE - DAY VIEW



BEFORE - NOT TO SCALE



AFTER - NOT TO SCALE - EVENING VIEW



AFTER - NOT TO SCALE - EVENING VIEW



ELECTRICAL: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUND AND BONDING OF THE SIGN.

The client warrants that the subject matter to be published is not copyrighted by a third party, the client shall recognize that because subject matter client may not have a true copyright notice in order to be protected by copyright, absence of such notice does not necessarily create a right to copy or reuse the subject matter. The client agrees to indemnify and hold Scenic Sign harmless for all liability, damages and attorney fees that may be incurred by Scenic Sign connected with copyright infringement. The client shall be responsible for obtaining all necessary permissions for reproduction of any material used in this project. **PLEASE NOTE: ARTWORK NOT READY FOR PRODUCTION!**

PERSPECTIVE / LOOK IS APPROXIMATE



BEFORE - NOT TO SCALE



AFTER - NOT TO SCALE - EVENING VIEW



AFTER - NOT TO SCALE - DAY VIEW

DUE TO UNEVEN GROUND, MONUMENT IS RAISED TO MATCH GROUND CLOSEST TO BUILDING. LANDSCAPING WILL BE NEEDED TO FILL IN REMAINING SPACE.



BEFORE - NOT TO SCALE



AFTER - NOT TO SCALE - EVENING VIEW



AFTER - NOT TO SCALE - EVENING VIEW

MONUMENT

Tuesday, January 28, 2025

Superintendent Dustin Flaten and the Ulen-Hitterdal School Board
P.O. Box 389
Ulen, Minnesota 56585

Dear Mr. Flaten and U-H School Board,

This letter is to inform you that I am retiring from the position of elementary teacher at the Ulen-Hitterdal Public Schools at the end of the current school year.

I've appreciated the opportunities I've had to learn and grow here through the years. It's been great to work with you and our staff to make Ulen-Hitterdal School the amazing place that it is.

Wishing all the best for continued success at Ulen-Hitterdal. Go Titans!

Sincerely,

Janet Maesse

Dear Mr. Flaten, Mr. Critchley, and Ulen-Hitterdal School Board,

I am writing in request for maternity leave. I am asking you to grant me twelve weeks for this life event. This leave would begin September 2nd and I will be returning on November 24th of the 2025-2026 school year.

Thank you,

A handwritten signature in black ink that reads "Tessa Nelson". The signature is written in a cursive, flowing style.

Tessa Nelson

**Ulen-Hitterdal FFA
Red Lodge Mt Ski Trip
Hawley FFA Hosted**

Who

Approximately 5-7 members of the Ulen Hitterdal FFA Chapter in grades 11-12 or on the Chapter Officer Team. Chaperones provided by Hawley, with the potential to send one from our Chapter.

What

Hawley FFA is hosting a ski/snowboarding trip to Montana at the end of March for FFA students in grades 9-12. Interested students needed to have a deposit into Mr. Swanson by January 25th.

This trip is an opportunity for members to experience opportunities that they typically wouldn't be able to participate in at the chapter level. This will also allow our members to interact with new people from around the area.

Participants would spend three days skiing or snowboarding. The town also allows for visiting the Museum and Local Shops within walking distance.

When

March 20th-24th, leaving on the afternoon of the 20th and returning later Sunday night/early Monday morning. Students will only miss a day and a half of classes to attend.

Where

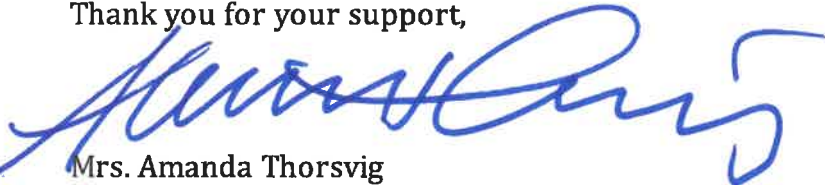
Trip will be going to Red Lodge, Montana. Accommodations will be at the Quality Inn.

Cost

\$535 per student, cost includes charter bus transportation and hotel lodging. Ski/snowboard rental will be an additional \$105 for 3 days. This is a self funded trip, with partial reimbursement directly to the members from the FFA Chapter. \$615 per adult, plus \$105 for rentals would be the cost for chaperones.

If you have any questions or concerns, please do not hesitate to contact me.

Thank you for your support,



Mrs. Amanda Thorsvig
Agricultural Education Instructor
Ulen-Hitterdal FFA Advisor
Ulen Hitterdal Public School
27 2nd Street North
Ulen, MN 56585
School Phone: 218-596-8853
Cell Phone: 218-841-5976