

**COMFREY PUBLIC SCHOOL
BOARD MEETING MINUTES
September 18, 2024**

Members Present: Brandon Anderson, Nathan Hesse, Gabe Hirsch, Pete Samuelson, and Andrea Toll.

Member Absent: Stacie Simon.

Also, Present: Superintendent Kirsten Hutchison, Jana Neid, Katelyn Hirsch and Cindy Jensen.

Meeting called to order at 7:00 p.m. by Chairman Samuelson.

Reading of Comfrey Public School's Vision and Mission Statement.

Recognition/Acceptance of donations: \$100.00 from Brown County REA for SkillsUSA.

Consent Agenda.

Agenda of September 2024.

Bills in the amount of \$41,952.27 and Payroll related checks were for \$132,609.34.

Minutes of the August 21, 2024 Regular Board Meeting.

Motion to approve by Hirsch, Hesse. M/C

Approval of T & C Service Center bill for \$743.00. Motion by Anderson, second by Hirsch to approve as presented. M/C Abstained: Toll

Public Forum – none.

Approval of Cindy Jensen as student board representative. Motion by Hesse, second by Hirsch to approve Cindy Jensen as student board rep. M/C

Approval of hourly pay schedule for paraprofessional/daycare/kitchen employees. Motion by Anderson, second by Toll to approve as presented. M/C

Approval of extended hours for Isaac Hildebrandt. Motion by Hirsch, second by Hesse to approve the extended work hours for writing curriculum at approximately \$1,000. M/C

Approval of posting custodial position. Motion by Toll, second by Hirsch to approve posting for the custodial position. M/C

MOU for Read Act. Motion by Anderson, second by Hirsch to approve the MOU as presented. M/C

Certification of Levy. Motion by Hirsch, second by Hesse to certify levy for the maximum. M/C

Establish date for public Truth-in-Taxation hearing. Motion by Hirsch, second by Toll to set Dec. 18 at 7:00 pm for the public Truth-in-Taxation hearing. M/C

Approval of 2024-2025 Staff Development Plan. Motion by Hirsch, second by Anderson to postpone until the October regular board meeting. M/C

Election publicity and meetings. After discussion was held, the Board set a community meeting for Wednesday, Oct. 9 at 7:00 pm at the Comfrey Community Center.

Administrator's Report - given by Superintendent Hutchison.

Committee Reports.

Negotiations: held meetings on Sept. 11 and Sept. 18.

Community Ed: working on community education program for summer 2025 and open gym.

Library: meeting to be held next week.

Meeting adjourned at 7:40 pm.

Pete Samuelson, Chairman

Stacie Simon, Clerk