



Board Minutes
Tuesday, January 28th, 2025

Members present: Darla Remus, Ashley Latzke, Ken Briese, Rich Spitzner, Shannon Sykes, & Melissa Sunderman
Members absent: Ryan Lais
Others present: Doug Hazen, Bradley Carlton, Stephanie Ross, Ben Westphal, Joe Ness, and Paula Williamson

Chairperson Darla Remus called the meeting to order at 6:00 p.m.

Motion by Shannon Sykes, second by Rich Spitzner to approve the agenda as amended. Motion carried 6-0.

Motion by Melissa Sunderman, second by Ashley Latzke to approve the minutes as presented. Motion carried 6-0.

Motion by Melissa Sunderman, second by Rich Spitzner to elect Darla Remus as Chair of the River Bend Board of Education for the 2025 calendar year. Motion carried 6-0.

Motion by Melissa Sunderman, second by Ashley Latzke to elect Shannon Sykes as Vice-Chair of the River Bend Board of Education for the 2025 calendar year. Motion carried 6-0.

Motion by Ashley Latzke, second by Rich Spitzner to elect Melissa Sunderman as Clerk of the River Bend Board of Education for the 2025 calendar year. Motion carried 6-0.

Motion by Ashley Latzke, second by Shannon Sykes to elect Ryan Lais as Treasurer of the River Bend Board of Education for the 2025 calendar year. Motion carried 6-0.

Motion by Ashley Latzke, second by Shannon Sykes, to approve all 2025 regular board meetings be held on the 4th Tuesday of each month at 6:00 p.m. in the River Bend conference room. Motion carried 6-0.

Motion by Shannon Sykes, second by Melissa Sunderman, to designate The Journal of New Ulm as the official newspaper for the 2025 calendar year. Motion carried 6-0.

Motion by Ashley Latzke, second by Rich Spitzner, to designate the United Prairie Bank as the official depository for checking for the 2025 calendar year. Motion carried 6-0.

Motion by Melissa Sunderman, second by Rich Spitzner, to set the salary for the Chairperson at \$400.00 with \$60.00 per meeting for all members with an additional \$100.00 beyond the length of four hours, and mileage at the IRS allowed rate of .70 per mile for the 2025 calendar year. Motion carried 6-0.

Chairperson Darla Remus appointed Ryan Lais to serve on the Technology Committee, Ashley Latzke and Shannon Sykes to serve on the Negotiations Committee, Melissa Sunderman, Rich Spitzner, and Ashley Latzke to serve on the Policy Committee.

Motion by Shannon Sykes, second by Ashley Latzke to approve the following:

November 2024 total disbursements - \$613,377.21

Wire amount - \$433,349.48

Payment #s – 36361-36379; 36423-36453

Check amount - \$160,371.96

Check #s – 24473-24496

Credit card amount - \$19,655.77

Payment #s – 36380-36422

December 2024 total disbursements - \$443,697.89

Wire amount - \$390,201.62

Payment #s – 36466-36476; 36521-36542; 36564-36571

Check amount - \$47,431.26

Check #s – 24497-24520

Credit card amount - \$6,065.01

Payment #s – 36477-36520

Motion carried 6-0.

Director Doug Hazen, Program Coordinators Stephanie Ross and Chris Bodick and TOSA Ben Westphal updated the Board on River Bend Programs and services.

Motion by Rich Spitzner, second by Shannon Sykes to approve the new hires of Hallietta Hagen, Nicole Anderson, and Elizabeth Wortz. Motion carried 6-0.

Motion by Ashley Latzke, second by Melissa Sunderman to approve a lane change for Ben Westphal. Motion carried 6-0.

Motion by Melissa Sunderman, second by Ashley Latzke to approve tuition for Holly Syverson. Motion carried 6-0.

Motion by Shannon Sykes, second by Ashley Latzke to increase the substitute teacher rate from \$150.00 a day to \$160.00 a day and to set the paraprofessional rate at \$17.00 an hour starting February 3, 2025. Motion carried 6-0.

Motion by Shannon Sykes, second by Melissa Sunderman to approve the addition of Horace Mann Retirement Advantage to the 403(b)-vendor list. Motion carried 6-0.

Motion by Shannon Sykes, second by Ashley Latzke to renew the line of credit with United Prairie Bank in the amount of \$490,000. The Board authorizes the Executive Director, Doug Hazen, Business Manager, Bradley Carlton, and Accountant, Paula Williamson, to utilize funds from the said Line of Credit as needed for the efficient operation of the Education District. Motion carried 6-0.

“RESOLVED THAT the Company’s Savings Account No 39571 with United Prairie Bank, 200 North Broadway, New Ulm, MN 56073, be closed and the amount, if any, lying in the said account be transferred to the other Current Account in the name of the Company. Executive Director, Doug Hazen, Business Manager, Bradley Carlton, and Accountant, Paula Williamson, are hereby authorized to sign all such documents as may be necessary in connection with the closure of the said Account. A copy of the board minutes will be forwarded to the Bank for necessary action at their end.”

Motion by Ashley Latzke, second by Shannon Sykes to approve the closure of the Savings Account. Motion carried 6-0.

Motion by Shannon Sykes, second by Rich Spitzner to approve the termination of the Lease with New Ulm Public School District for the CTE Center space effective June 30, 2025. Motion carried 6-0.

Motion by Melissa Sunderman, second by Ashley Latzke to approve River Bend to explore the cost to have Ratwik, Roszak & Maloney, PA review the master agreement language. Motion carried 6-0.

Motion by Rich Spitzner, second by Shannon Sykes to approve the policy update as presented. Motion carried 6-0.

Member Melissa Sunderman introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO STAFF REDUCTIONS

RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE

WHEREAS, the financial condition of the school district dictates that the School Board must reduce expenditures, and, WHEREAS, this reduction in expenditures must include discontinuance of positions and discontinuance or curtailment of programs, and, WHEREAS, a determination must be made as to which teachers’ contract must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions, BE IT RESOLVED, by the School Board of River Bend Education District No. 6049, as follows:

That the School Board hereby directs the Director of River Bend Education District to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and because of a reduction in enrollment, make recommendations to the School Board for the discontinuance of programs, curtailment of programs, discontinuance of positions, or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member Shannon Sykes and upon vote being taken thereon, the following voted in favor thereof: Darla Remus, Ashley Latzke, Ken Briese, Rich Spitzner, Shannon Syles, and Melissa Sunderman all indicated “yes”.

and the following voted against whereupon said resolution was declared duly passed and adopted.

The next regular meeting is scheduled for February 25, 2025, at 6:00 p.m.

Meeting adjourned at 7:03 p.m.

Paula Williamson
Accountant