



**Lake of the Woods School ISD #390**  
**July 22, 2024 @ 7:00 PM - ITV Room**  
**Board of Education - Meeting Minutes**

**Members Present:** Boyd Johnson (Chair), Karla Robida (Vice Chair), Tim Lyon (Clerk), Robyn Sonstegard (Treasurer), Corryn Trask (Director), Lynnette Ellis (Director)

**Members Absent:**

**Others Present:** Jeff Nelson, Jill Olson, Woody Fiala

**1. Call to Order by Chair Boyd Johnson at 7:09 PM.**

**2. Pledge of Allegiance**

**3. Agenda**

Motion by Karla Robida second by Tim Lyon to approve the July 22, 2024 meeting agenda, with the addition of item V. The approval of the new board appointments.

**Motion passes (6-0)**

**4. Board Presenters**

**5. Written Communication**

a. School Board Member Resignation

**6. Old Business**

**7. New Business**

a. Motion by Lynnette Ellis second by Tim Lyon to approve the June 24, 2024 school board meeting minutes.

**Motion passes (6-0)**

b. Motion by Tim Lyon second by Karla Robida to approve the Invoices, Financial Statements, Bank Reconciliation, Wire Transfers, and Purchase Card Statement.

**Motion passes (6-0)**

c. Approval of Personnel - Appointments

i. Motion by Lynnette Ellis second by Robyn Sonstegard to approve the resignations and appointments as presented.

i. Appointments

1. TJ Frericks - Assistant Activities Director

**Motion passes (6-0)**

d. Motion by Robyn Sonstegard second by Tim Lyon to approve Resolution 2024/2025-01 accepting a donation of \$238.00 from the Women of the Moose Baudette Chapter #1096 for the Calming Corners.

**Motion passes (6-0)**

e. Motion by Corryn Trask second by Tim Lyon to approve Resolution 2024/2025-02 accepting a donation of \$1,891.02 worth of supplies from the

Lake of the Woods chapter of the Salvation Army for the Calming Corners.

**Motion passes (6-0)**

- f. Motion by **Robyn Sonstegard** second by **Tim Lyon** to approve Resolution 2024/2025-03 accepting a donation of \$100.00 worth of supplies from Nyla O'Connell for the Calming Corners.  
**Motion passes (6-0)**
- g. Motion by **Lynnette Ellis** second by **Karla Robida** to approve Resolution 2024/2025-04 accepting a donation of \$656.00 from the Lake of the Woods Soil & Water Conservation District for the Bears in the Bog field trip bus driver wages and fuel.  
**Motion passes (6-0)**
- h. Motion by **Karla Robida** second by **Tim Lyon** to approve the Elementary Student Handbook 2024-2025.  
**Motion passes (6-0)**
- i. Motion by **Tim Lyon** second by **Robyn Sonstegard** to approve the High School Student Handbook 2024-2025.  
**Motion passes (6-0)**
- j. Motion by **Tim Lyon** second by **Karla Robida** to approve the High School Course Schedule 2024-2025.  
**Motion passes (6-0)**
- k. Motion by **Corryn Trask** second by **Lynnette Ellis** to approve Resolution 2024/2025-05 Long-Term Facilities Maintenance (LTFM) plan approval.  
**Motion passes (6-0)**
- l. Motion by **Robyn Sonstegard** second by **Karla Robida** to approve Resolution 2024/2025-06 appointing Jeff Nelson, Superintendent, as Identified Official with Authority (IOwA) and Diane Laine, District Assessment and MARSS Coordinator to act as the proxy IOwA to add and remove names only for Lake of the Woods Independent School District 390.  
**Motion passes (6-0)**
- m. Motion by **Tim Lyon** second by **Karla Robida** to approve Resolution 2024/2025-07 authorizing the District to enter into a line of credit agreement with Border Bank.  
**Motion passes (6-0)**
- n. Motion by **Karla Robida** second by **Robyn Sonstegard** to approve Sara Lucek Foods, LLC as the contractor for the Bears Den.  
**Motion passes (6-0)**
- o. Motion by **Lynnette Ellis** second by **Tim Lyon** to approve Resolution 2024/2025-08 accepting a donation of \$371.00 from the Wabanica Lutheran Church for the Backpack Program.  
**Motion passes (6-0)**

- p. Motion by **Robyn Sonstegard** second by **Tim Lyon** to approve Resolution 2024/2025-09 accepting a donation of \$800.00 from the Northland Counseling Center for the Calming Corners.  
**Motion passes (6-0)**
- q. Motion by **Robyn Sonstegard** second by **Karla Robida** to approve Resolution 2024/2025-10 Establishing Dates for Filing Affidavits of Candidacy.  
 Boyd Johnson = yea                      Tim Lyon = yea  
 Corryn Trask = yea                      Robyn Sonstegard = yea  
 Lynnette Ellis = yea                      Karla Robida = yea  
**Motion passes (6-0)**
- r. Motion by **Corryn Trask** second by **Tim Lyon** to approve Resolution 2024/2025-11 Establishing Procedures for the Counting of Write-In Votes. (optional resolution for board approval).  
 Boyd Johnson = yea                      Tim Lyon = yea  
 Corryn Trask = yea                      Robyn Sonstegard = yea  
 Lynnette Ellis = yea                      Karla Robida = yea  
**Motion passes (6-0)**
- s. Motion by **Karla Robida** second by **Tim Lyon** to approve Resolution 2024/2025-12 Calling the School District General and Special Election.  
 Boyd Johnson = yea                      Tim Lyon = yea  
 Corryn Trask = yea                      Robyn Sonstegard = yea  
 Lynnette Ellis = yea                      Karla Robida = yea  
**Motion passes (6-0)**
- t. Motion by **Tim Lyon** second by **Karla Robida** to approve Resolution 2024-2025-13 Relating to Approving a Capital Project Levy Authorization, Authorizing the Issuance of School Building Bonds, and Calling a Special Election.  
 Boyd Johnson = yea                      Tim Lyon = yea  
 Corryn Trask = yea                      Robyn Sonstegard = yea  
 Lynnette Ellis = yea                      Karla Robida = yea  
**Motion passes (6-0)**
- u. Motion by **Tim Lyon** second by **Robyn Sonstegard** to approve Resolution 2024/2025-14 accepting a donation of \$500.00 from the Northwestern Minnesota Manufacturers Association for the Lake of the Woods School Welding/Robotics Programs.  
**Motion passes (6-0)**
- v. Motion by **Lynnette Ellis** second by **Tim Lyon** to approve the following committee appointments to be effective through December 31, 2024  
 i. Finance Committee: Coryn Trask  
 ii. Buildings & Grounds Committee: Karla Robida  
 iii. Arena Committee: Robyn Sonstegard  
 iv. World's Best Workforce Committee or its replacement: Karla Robida  
 v. Calendar Committee: Tim Lyon  
**Motion passes (6-0)**

10. Adjourn by Chair Boyd Johnson at 7:35 PM.

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Minutes Approved by: Chair, Boyd Johnson

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Date

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Minutes Approved by: Clerk, Tim Lyon

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Date