



LAKE OF THE WOODS
School

Lake of the Woods School ISD #390
February 24, 2025 @ 6:00 PM
Finance Workshop & Working Session - ITV Room

Working Session:

- 1. Citizen's Forum**
- 2. Finance Review Workshop**
- 3. Reports:**
 - a. Board Committees
 - i. Superintendent Search Workshop (full board)
 - ii. Referendum 2025 Workshop (full board)
 - iii. Facilities & Transportation Committee (B. Johnson, Haack, Severs)
 - iv. School Forest Committee (Haack, Severs)
 - v. Meet & Confer (Haack, Hayes)
 - b. Superintendent (Jeff Nelson)
 - c. PreK-12 Principal (Mary Merchant)
 - d. Athletic Director/Community Ed (Sam Lyon)
 - e. Transportation (John Batko)
- 4. Adjourn**

Lake of the Woods School District

Finance Committee Meeting

February 19, 2025

Monthly Budget Report

Revenue:

- YTD revenues by source:
 - State Revenue is 47% received
 - Federal revenues 7% received
 - Local revenues are 48% received
- YTD revenues by site
 - Food Service 38% received
 - Community Service 13% received
 - Debt Redemption 12% received
- Grants for 2024-2025
 - Title 401 \$120,726.50
 - Quarter 1 Expenses \$9,845.31
 - Quarter 2 Expenses \$33,533.68

Expenditures

- YTD expenses by object:
 - Salaries and Wages are 45% expended.
 - Employee Benefits are 43% expended.
 - Purchased Services are 62% expended.
 - Supplies/Materials are 46% expended.
 - Capital (Equipment) is 12% expended
- YTD expenditures by site
 - Food Service 51% expended
 - Community Education 44% expended
 - Debt Redemption \$100%

Summary all Funds (Ufars Exp/Rev Summary)

- Revenue 41% \$3,829,221.37
- Expenditure 52% \$4,623,907.77
- FYT Spending Variance Deficit of \$794,686.40

Student Activity

- Student Activity Balance Report and Student Activity Transaction Report are attached.

Business Office Update

- Budget Revisions to be presented

**Lake of the Woods School
Board Report
Jeff Nelson, Superintendent & Building/Grounds
February 24, 2025**

1.0 Enrollment for January, 2025:

- 1.1 424 total enrollment for K-12 (no change to total enrollment from last month)
 - 1.1.1 Elementary K-5 Total 196: K @ 35, 1st @ 27, 2nd @ 40, 3rd @ 38, 4th @ 25, 5th @ 33
 - 1.1.2 Sr. & Jr. High School 6-12 Total: 226 6th @ 36, 7th @ 33, 8th @ 35, 9th @ 27 +1, 10th @ 28, 11th @ 32 -1, 12th @ 35

2.0 Follow-up on resignations (years of service)

- 2.1 Bob Laine > 22 years of service (2003-2025)
- 2.2 Curt Storbeck > 20 years of service (2005-2025)
- 2.3 Wendy Storbeck > 17 years of service (2008-2025)
- 2.4 Diane Laine > 14 years of service (2011-2025)

3.0 Retainer Agreement for Master Electrician Services

- 3.1 Pat is primarily retired and only works with Lake of the Woods. Under his Master Electrician License, he and Dale are able to serve all of our electrical work without having to go out to a contractor. Pat charges us \$50/hour (well below a contractor's fee). Each year Pat has to renew his license and insurance which is \$2,500. The retainer would be paid out in January (actually the end of February this year). Pat would provide invoices that would be applied to the retainer. Once the retainer is paid out, then Pat would receive direct payment for services rendered for the remainder of that year. This is a cost savings and benefit for the District. The Retainer Agreement was included in the board packet as an action item.

4.0 Lake of the Woods Honors Program Proposal

- 4.1 Based on discussions regarding a request to honor a past employee, I would like to present a proposal for development of a School District & Community Hall of Fame Program. The most noted concern from the Board was a lack of a process and an established procedure for selection. I have done some preliminary research and have a draft Criteria, & Guidelines document (please see attached).

5.0 Meet & Confer - conflict of interest question

- 5.1 For context, Meet and Confer is a statutorily required process under Minnesota Statute 179A.08, Subdivision 3. This process requires school districts to meet with teacher representatives to discuss employment-related matters that fall outside the Master Agreement's terms and conditions. These discussions typically cover areas such as class sizes, curriculum, and technology needs, etc..

I have consulted with Gary Lee at the Minnesota School Boards Association (MSBA) regarding any potential conflicts of interest. Mr. Lee has confirmed that Nate's service on the Meet and Confer Committee does not violate any statutory conflict of interest provisions.

For reference, our Policy 210: Conflict of Interest - School Board Members aims to ensure compliance with state statutes and avoid both actual conflicts of interest and the appearance of impropriety. The policy specifically states that board members cannot have a personal financial interest in, or personally benefit financially from, any sale, lease, or contract in which they are officially involved.

While Mr. Hayes service on the committee is legally permissible, the final decision regarding committee assignments and any community perception concerns ultimately rests with the Board.

6.0 Negotiations Training Session

6.1 Tuesday, February 25th at 9:00 AM to 4:00 PM in Erskine, Jerem Haack and Jeff Nelson attending

7.0 2025 Legislative Priorities

7.1 On January 22nd I attended the Northwest Minnesota Superintendent meeting in Erskin. Part of our discussion was centered around the upcoming 2025 Legislative Session. Here are a few highlights of the priorities that the Minnesota Association of School Administrators (MASA) and Minnesota School Board Association (MSBA) have identified:

Adequate Funding:

- Provide a 3% basic formula increase over current law (which provides an inflationary increase).
- Permanently fund summer term unemployment insurance
- Establish a district-level hold harmless for compensatory funding
- Eliminate cross-subsidies for special education
- Increase Local Optional Revenue (LOR) to \$974 (+\$200) per pupil
- Increase Long-term Facilities Maintenance (LTFM) revenue and provide additional flexibility in its uses

Educator Workforce

- Improve pension benefits including establishing a career 60 and 30 rule, reducing the early retirement penalty from 7% to 5%, and removing TIER II retiree cost of living adjustment delay.
- Increase funding for programs that expand educator workforce and broaden pathways for hard-to-fill subject areas such as science, special education, etc..
- Remove caps on out-of-field permissions and remove posting deadlines
- Require teacher preparation programs to train teacher candidates in the science of reading

Local Control and Flexibility

- Allow district to design school calendars aligned with community needs
- Focus on learning outcomes instead of seat time
- Permit school boards to renew existing capital project levies after a public hearing
- Enable school districts to recover expenses of staffing and legal fees tied to data requests
- Refine Earned Safe and Sick Time (ESST) and Paid Leave (PL) to ensure alignment with locally negotiated contracts



LAKE OF THE WOODS
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Lake of the Woods Public School & Community Hall of Fame

Purpose, Criteria, & Guidelines

Purpose

The purpose of the Lake of the Woods Public School & Community Hall of Fame is to recognize and honor individuals who have significantly contributed to the **success, tradition, integrity, development, and promotion** of the school. This recognition extends to individuals who have excelled in **Athletics, Fine Arts, Academics, Business, Humanitarian Efforts, and Community Service** and whose impact is deserving of lasting recognition.

Eligibility Criteria for Inductees

1. Eligible Nominees:

- **Students/Alumni** – Former students who have distinguished themselves in their careers, service, or achievements.
- **Faculty/Staff** – Former teachers, administrators, and staff members who made a lasting impact on students and school programs.
- **Friends/Benefactors** – Community members or organizations that have significantly supported the school through service, financial contributions, or other means.
- **Community Members** – Individuals who have contributed to the advancement of school programs and student development.

2. Nomination Timeframes:

- **Students/Alumni** must be **at least 10 years past graduation** before being eligible for nomination.
- **Faculty and Staff** must have **served at least 15 years** in the district before being eligible.
- **Posthumous Inductions** will only be granted **five years after passing**.
- Nominees must have demonstrated **good citizenship, leadership, and service** to the school and community.



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Categories for Nomination

Nominees must have demonstrated excellence and leadership at the **local, state, national, or international level** in one of the following categories:

1. Athlete

- Outstanding contributions to athletics at Lake of the Woods.
- League, District, or State Titles won.
- Recognized with **All-League, All-Area, or All-State honors**.
- Competed in **multiple state tournaments** or continued playing at the collegiate/professional level.
- Holds **school records** or led major statistical categories in league or state competitions.

2. Coaches & Athletic Staff

- Significant contributions to the success of Lake of the Woods athletics.
- Positive impact on student-athletes and school sports culture.
- Inducted into **state or national coaching Hall of Fame**.
- Led teams to **League, District, or State Titles**.
- Served on state/national coaching boards or committees.

3. Teams & Groups

- Won a **State Title** or had significant success at state-level competition.
- Achieved a **minimum 75% winning percentage** during a competitive season.
- Distinguished themselves in athletics, fine arts, or academic competitions.

4. Friends & Benefactors

- Individuals or organizations that have provided **significant financial support, volunteer service, or advocacy** for the school.

5. Faculty & Staff

- Teachers, administrators, or staff members who have exhibited **exceptional leadership, character, and achievement** in serving students.

6. Fine Arts, Academics, & Business



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- Distinguished themselves as **leaders in the arts, academics, or business** at the local, state, national, or international level.
- Made significant contributions to the school's arts and academic programs.

7. Humanitarian & Service

- Recognized for **outstanding public service, leadership, or humanitarian efforts** benefiting the school and community.
- Achievements in service to **local, state, national, or international causes**.

8. Lifetime Recognition

- Demonstrated **extraordinary perseverance and courage** in overcoming life challenges.
- Long-term impact on the **school, community, and beyond**.
- Made **distinguished contributions** through their careers or service.

Hall of Fame Selection Committee

Committee Composition

The Hall of Fame Selection Committee will consist of **at least eight members**, with a **quorum of five** needed to conduct business. Members will serve for a **minimum of two years** with staggered terms.

Committee Members:

- **One school administrator** (appointed by the superintendent)
- **One coach or athletic staff member** (current or retired)
- **One faculty member**
- **Three community members**

Committee members will be publicly recruited through **district websites, community boards, and local outreach**. Applications will be reviewed, and members will be selected based on majority vote.

Diversity & Representation



LAKE OF THE WOODS *School*

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The committee must represent the **diverse demographics of Lake of the Woods**. Outreach will ensure representation across the community by posting invitations in **public spaces, tribal newspapers, and community centers**.

Hall of Fame Class Size

- The committee is **not obligated** to induct a specific number of people each year.
 - If **no candidate meets the criteria**, the committee may forgo induction.
-

Nomination & Selection Process

1. Submission of Nominations

- Nominations must be submitted **online or in writing** on the official Hall of Fame form, available at:
 - **Lake of the Woods Public School website**
 - **District Office**
- **Self-nominations will not be accepted.**
- Nominations should be sent to:
Lake of the Woods Public School Hall of Fame Committee

2. Nomination Timeline

- **Nominations open: October 1** each year.
- **Deadline for submissions: October 1** of the following year.
- **Selection completed by: December 15.**
- **Induction Ceremony: Held every two years** (e.g., 2026, 2028, 2030).

3. Voting & Induction

- The **committee votes** on nominees based on eligibility criteria and accomplishments.
- Nominees must receive a **majority plus one vote** from the committee quorum.
- **Final selections announced by December 15.**
- **Media and community announcement** will be made once selections are finalized.



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Induction Ceremony & Recognition

- The **Hall of Fame Induction Ceremony** will be a formal event celebrating honorees.
 - Inductees will receive:
 - A **Hall of Fame plaque** to be displayed in the school.
 - A **certificate of recognition** presented at the ceremony.
 - A **feature on the school website and social media**.
-

Amendment Process

- The **Hall of Fame Committee** may amend this document once per year with a **majority plus one vote**.
-

Conclusion

The **Lake of the Woods Public School & Community Hall of Fame** is dedicated to preserving the legacy of those who have positively impacted the school and its students. Through this program, we aim to inspire future generations to achieve excellence, contribute to their community, and uphold the rich traditions of **Lake of the Woods Public School**.

**Lake of the Woods School
Board Report
Mary Merchant, Pre K-12 Principal
February 24, 2025**

1.0 Achievement and Integration Plan

- 1.1 Partner with Kelliher
- 1.2 3 goals

2.0 Read Across America

- 2.1 March 7th, Listen to Reading, Work on Writing, Story Walk, Word Work, READ
- 2.2 Mystery Reader

3.0 Elementary 3rd Quarter PBIS Activity

- 3.1 Bowling, March 26th

4.0 High School Course Schedule 2025-26

- 4.1 See separate enclosure

5.0 6-12 Grade Course Registration for 2025-26 late March

6.0 MASSP Conference

- 5.1 READ Act for Secondary
- 5.2 Northern Division Networking
- 5.3 Building a Meaningful Culture - Josten's
- 5.4 Keynote Speakers: George Couros (Laying the Foundation for Innovation in Education),
Principal Baruti Kafele (What Is My Value Instructionally to the Teachers I Supervise?)

Lake of the Woods High School Course Schedule

2025-26

2-14-25

	1 st Period 8:15-9:06	2 nd Period 9:10-10:01	3 rd Period 10:05-10:56	4 th Period 11:00-11:51	Lunch 11:51-12:21	5 th Period 12:24-1:15	6 th Period 1:19-2:10	7 th Period 2:14-3:05
Art	Period 1 A130 Prep	Period 2 Intro Art I, II 1353/1354	Period 3 2D Art 0009/1073	Period 4 Art 7 0010/0011		Period 5 Intro Art I, II 1353/1354	Period 6 3D Art 0006/1075	Period 7 Adv Art 1300/1301
Band	Period 1 Liz Tange A138	Period 2	Period 3 JH Band 0091/1087	Period 4 HS Band 0090/1089		Period 5 JH 6 Band 0091/1087		Period 7
Choir	Period 1 Kathryn Nordine	Period 2	Period 3 JH Choir 0089/1105	Period 4 HS Choir 0950/1107		Period 5 JH 6 Choir 0089/1105	Period 6	Period 7
English	Period 1 Jennifer Moeller D104 English 9 0049/1130	Period 2 English 8 0050/1128	Period 3 Wor Lir/Am Lit CIHS 2104	Period 4 Yearbook Journal 0046/1242		Period 5 English 8 0050/1128	Period 6 Prep	Period 7 English 9 0049/1130
Erin Schwenzfeier D102	English 7 0051/1126	World Lit 11/12 1479/1480	English 6 0350/0351	Prep		English 7 0051/1126	English 6 0350/0351	English 10 0029/1120
Ind Tech	Period 1	Period 2	Period 3	Period 4		Period 5	Period 6	Period 7
Katie Hasbargen A115	Pre Civil Engin 3050/3051	Adv Wood Tech 0221/1238	Woods I / II 0135/1236	GTT 7 1274/1364		Prep	GTT 8 0021/1382	Study Hall 0227/1227
Math	Period 1	Period 2	Period 3	Period 4		Period 5	Period 6	Period 7
Sarah Pierson F112	Math 6 0354/0355	Math 7 0083/1162	Prep	Math 6 0354/0355		Algebra I 8 0075/1168	Math 7 0083/1162	Algebra I 8 0075/1168
Chad Larson F113	Algebra II 0076/1247	Prep	Algebra I 0080/1249	Algebra II 0076/1247		Algebra I 0080/1249	Geometry 0077/1144	CHS Col Alg / Pre Calc 2106/2105
Phy Ed/Health	Period 1	Period 2	Period 3	Period 4		Period 5	Period 6	Period 7
Bryan Sature D101	Phy Ed 8 0997/0203	Phy Ed 6 0358/0359	Prep	Video Production 0323/0336		Weight Lifting 0103/0371	Phy Ed/Health 9 0206/0961/0172/0370	Phy Ed 7 0101/1363
Science	Period 1	Period 2	Period 3	Period 4		Period 5	Period 6	Period 7
Bobby Castle F119	Science 6 0352/0353	Physical Science 8 1266/1267	Prep	Science 6 0352/0353		Intro Physics/Chem 3086/3087	Health 8 1041/1042	Phy Science 8 1266/1267
Matt Grover F122	Biology 10 0107/1091	Science 7 0144/1189	Earth Sci 9 0198/0199	Prep		Earth Sci 9 0198/0199	Science 7 0144/1189	Real Life Sci 0194/0195
Social Studies	Period 1	Period 2	Period 3	Period 4		Period 5	Period 6	Period 7
TJ Fretz F109	Am History 9 0117/1067	Am History 9 0117/1067	Social Studies 6 0356/0357	Am History 8 0121/1253		Period 5 Gov & Civics 0255/0256	Period 6 Social Studies 6 0356/0357	Period 7 Prep
Sam Longseth F107	Geography 7 0122/1142	Geo Wor Hist 10 0119/1140	Enrichment 0908/0907	Econ/Per Fin Car 0270/0341		Geography 7 0122/1142	Econ/Per Fin Car 0270/0341	Prep
Special Ed	Period 1	Period 2	Period 3	Period 4		Period 5	Period 6	Period 7
Susie Neist F105	Prep	HS Sp Ed	HS Sp Ed	HS Sp Ed		HS Sp Ed	HS Sp Ed	HS Sp Ed
Nyla O'Connell F123	Prep	HS Sp Ed	HS Sp Ed	HS Sp Ed		HS Sp Ed	HS Sp Ed	HS Sp Ed
Study Hall	Period 1	Period 2	Period 3	Period 4		Period 5	Period 6	Period 7
Muriel Crandall D144	0227/1227							
Welding	Period 1	Period 2	Period 3	Period 4		Period 5	Period 6	Period 7
Nathan Solar A114						Prep	Welding II 1415/1416	Welding I 1406/1407

**Lake of the Woods School
Board Report
Samantha Lyon, Activities Director/Community Ed.
February 24, 2025**

1.0 PreK Update

- 1.1 Update
- 1.2 Nicole Gate - private PreK
- 1.3 Presentation
- 1.4 Special Working Session - March 11, 6pm?

2.0 Spring Coaching Lineup

- 2.1 Softball
 - Varsity - Bryan Sathre
 - Asst Coach - Austin Heimstra
 - JH -
- 2.2 Baseball
 - Varsity - TJ Frericks
 - Asst - Erik Tange
 - Asst - Tony Brouse
 - JH - Rylan Henrickson
 - JH - Chuck Merchant
- 2.3 Track
 - Varsity - Curt Storbeck
 - Asst - JP Sweet
 - JH/JV - Nick Otto
 - JH/JV - Jen Otto
- 2.4 Golf
 - Mike Pepera
 - Sam Lyon
 - Sam Longseth

**Lake of the Woods School
Board Report
John Batko, Transportation
February 24, 2024**

1.0 Transportation update



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