



Regular School Board Meeting Minutes Saint Peter Public Schools

A Regular Meeting of the School Board of Saint Peter Public Schools was held Wednesday, April 15, 2026, in the Saint Peter Community Center - Governor's Room. Board Chair Charlie Potts called the meeting to order at 5:02 PM. **Members Present:** Rita Rassbach, Ken Rossow, Tracy Stuewe, Charlie Potts, Bill Kautt, Drew Dixon and Kate Martens.

Others Present: Jon Graff, Megan Gracia, Tami Skinner, Annette Engeldinger, Jessi Buttell, Darin Doherty, Jana Sykora, Kimberley Deming and members of the public.

A motion was made by Kautt, seconded by Stuewe, to adopt the agenda as presented. The motion carried unanimously.

The Consent Agenda items listed below were approved on a motion by Rossow, seconded by Rassbach. The motion carried unanimously.

1. Approval of the Regular Board Meeting minutes of March 18, 2026.
2. Approval of Bills and Wire Transfers (\$3,785,744.52) for March 2026.
3. Approval of 25-26 Third Quarter Overload Assignments for South and North Elementary.
4. Personnel changes:
 - The acceptance of the resignations of Lily McCargar, Lisa Battcher, Olivia Denzer, Wesley Heiser and Sean Keating.
 - The approval of the termination of Sally Pelant.
 - The approval of the hiring of Cameron Estes, Bethany Valentini, Andrew Flowers, Samantha Flores, Samantha Funk, Nakiye Mercado, Sarah Sickler, Martha Turner, Olivia Denzer and Isabella Shelton.

Student Spotlight

Middle School 8th grader, Adrian January, was the Student Spotlight. Adrian is a dedicated learner and has an incredibly positive attitude towards his teachers and peers. Adrian's energy brightens the middle school every day and he always shows kindness to those around him. Adrian's favorite subject in school is math and he enjoys playing soccer.

Action Items

A motion was made by Kautt, seconded by Rassbach, to consider a resolution accepting a \$500 donation from Ken and Patsy Rossow. After a roll call vote, the resolution passed. Rassbach, Rossow, Stuewe, Potts, Kautt, Dixon and Martens - 7 yes/0 no.

Business Manager Megan Gracia presented the Revised FY 26 Budget. Throughout the school year, the Business Committee and School Board received regular updates, including the Quarterly Fund Balance Tracker and the Three-Year Budget Roll-Out. At their April 8 meeting, the Business Committee reviewed the revised FY26 budget and made a recommendation for approval. A motion to approve was made by Martens, seconded by Rassbach; the motion carried unanimously.

Superintendent Graff reviewed a proposal for the addition of a Dean of Students position (Teacher on Special Assignment) at North Elementary for a two-year term (2026-2027 and 2027-2028). The addition of this position will allow Darin Doherty, North Elementary Principal and District Curriculum Coordinator, the ability to dedicate more time to his role as Curriculum Coordinator. The Human Resource Committee reviewed the proposal at its April 2 meeting and recommended approval. Martens made a motion, seconded by Rassbach, to approve the addition of this position. The motion carried unanimously.

Superintendent Graff presented a sabbatical leave request from Paulette Topel, an English Teacher at Saint Peter High School, for the 2026-2027 school year. The request is for a half-day leave for one semester and meets all requirements of the Teachers' Master Agreement. A motion was made by Stuewe, seconded by Kautt, to approve the request. The motion carried unanimously.

Community and Family Education Director Tami Skinner briefed the Board on the current status and successes of the Adult Basic Education (ABE) program. A motion was made by Rossow and seconded by Dixon to approve the Adult Basic Education (ABE) Consortium Agreement. After a roll call vote, the resolution passed. Rassbach, Rossow, Stuewe, Potts, Kautt, Dixon and Martens - 7 yes/0 no.

Policies 903 (Visitors to School District Buildings and Sites) and 904 (Distribution of Materials on School District Property) were presented for a second reading. Revisions include updated legal references and new language indicating that related guidelines and procedures will now be outlined in Parent/Student Handbooks. Rassbach made a motion, seconded by Martens, to approve the adoption of both policies with a second reading. The motion carried unanimously.

Superintendent Graff informed the Board that Policy 907 (Rewards) was reviewed as part of the district's regular policy cycle, and updates include minor or no changes at all. A motion was made by Martens and seconded by Rassbach to approve Policy 907 via a single reading. The motion carried unanimously.

A motion was made by Dixon, seconded by Rassbach, to approve the non-renewal of the probationary teacher contract for Heidi Niemeyer. After a roll call vote, the resolution passed. Rassbach, Rossow, Stuewe, Potts, Kautt, Dixon and Martens - 7 yes/0 no.

Information Items

Following a review by the Policy Committee at their April 10 meeting, the Board was presented with the first reading of proposed revisions to Policy 623 (Mandatory Summer School Instruction) and Policy 908 (Volunteers). Updates to Policy 623 include correcting omissions in Section III.A, eliminating the requirement for mandatory summer school, and updating policy language. Revisions to Policy 908 include the addition of mandatory background check procedures for volunteers.

Superintendent Graff provided an update on the Mend the Middle project, including details regarding a Change Order Request that was approved through the Board's three-tiered approval process. The Board was also informed of hail damage to specific district buildings resulting from recent storms and received an update on the press box construction project.

Reports

South Elementary

- Afterschool Professionals Appreciation Week is April 20-24.
- Students will be celebrating Arbor Day at Gustavus on April 23.
- April 24 is a Professional Development Day for licensed staff.
- Kindergarten classes are preparing for a field trip to The Children's Museum.
- Fast testing will begin on May 1.

North Elementary

- North is excited to have 1st graders tour the building on May 5.
- The North and Middle School Bike and Roll to School event will take place on May 6.
- MN Department of Natural Resources awarded a \$20,250 No Child Left Inside grant for nature-based activities.

Saint Peter Middle School

- The fourth quarter kick-off PBIS Assembly took place on April 7.
- 8th grade students will be touring the high school on April 29.

High School

- The Social Justice Club hosted a World Culture Day on Friday, April 17.
- High School graduation rates are 95.1%.
- Reading MCA testing is in process.

OLA

- MCA testing is in process.

Superintendent of Schools - No additional updates

Around the Table Updates - Board member Kautt shared information about the statewide Educator Group Insurance Program (EGIP) and Martens stated that she was looking forward to attending the World Culture Joy Day on Friday, April 17.

Board Committee Updates -

- a. Education Committee - nothing additional noted
- b. Business Committee - nothing additional noted
- c. Policy Committee - nothing additional noted
- d. HR Committee - nothing additional noted
- e. Shared Programs Committee - nothing additional noted

Upcoming Meetings of the School Board

- School Board Study Session - May 6, 2026 at 5:00 PM in the SPMS Media Center
- Business Committee Meeting - May 13, 2026 at 2:45 PM in the DO
- Policy Review Committee Meeting - May 13, 2026 at 4:00 PM in the DO
- Education Committee Meeting - May 14, 2026 at 1:00 PM in the DO
- Regular School Board Meeting - May 20, 2026 at 5:00 PM in the SPCC - Governor's Room

Adjournment - A motion was made by Stuewe, seconded by Potts, to adjourn the meeting at 6:31 PM. The motion carried unanimously.

Dated Approved: May 20, 2026

Kate Martens, Board Clerk



Minutes of School Board Study Session Saint Peter Public Schools

A Study Session of the School Board of Saint Peter Public Schools was held Wednesday, May 6, 2026, in the Saint Peter Middle School Media Center. Board Chair Potts called the meeting to order at 5:00 PM. **Members Present:** Rita Rassbach, Tracy Stuewe, Ken Rossow, Charlie Potts, Bill Kautt, Drew Dixon and Kate Martens.

Others Present: Jon Graff, Kimberley Deming, Jessi Buttell, Darin Doherty, Jana Sykora and teacher representatives.

A motion was made by Dixon, seconded by Rassbach, to adopt the agenda as presented. The motion carried unanimously.

Curriculum Materials Request

The District maintains a structured seven-phase curriculum review cycle. During this process, curriculum teams evaluate existing materials, research instructional shifts and when necessary, submit formal requests for new purchases.

Curriculum Coordinator Darin Doherty and teacher representative Jodi Nixon presented the findings of the Social Studies review process.

Proposed Social Studies Curriculum Adoption:

- Grades K-8: Adoption of the Teachers' Curriculum Institute (TCI) Social Studies curriculum.
- Grade 6 exception: Will continue utilizing the Northern Lights curriculum.
- Grades 9-12: No new material recommendations; high school teachers will continue utilizing their current curriculum platforms.

Integration & Supplemental Support:

- Grades 2-4: Will continue to integrate Junior Achievement (JA) into their curriculum.
- Grades K-1: Principal Jana Sykora noted these grades will maintain use of JA and Character Strong to meet state standards.

This hybrid approach will ensure that the district is providing high-quality, engaging instruction while utilizing standards-aligned materials. Benefits for students and teachers using TCI will include active, inquiry-based learning, cross-curricular literacy integration, robust accessibility and differentiation, seamless technology integration and comprehensive teacher support.

Principal Jana Sykora presented information on the English Language Arts (ELA) review process, noting significant instructional shifts and new state standards. Teacher representatives Jodi Nixon, Betsy Anderson and Jennifer Maldonado shared research findings specific to their grade levels.

Proposed ELA Curriculum Adoption:

- Grades K-4: Adoption of Amplify CKLA.
- Grades 5-8: Adoption of HMH Into Reading/Into Literature.
- Grades 9-12: Move from the free version of Common Lit 360 to the paid version, Common Lit 360 PRO Plus.

Adoption of the above mentioned ELA resources will allow for teacher friendly and flexible structure, content-rich curriculum, consistent instruction across classrooms, multiple assessment options and clear alignment with state standards.

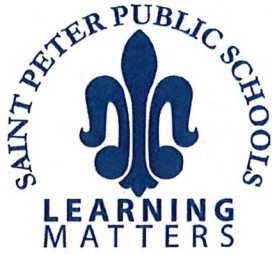
Upcoming Meetings of the School Board

- Business Committee - Wednesday, May 13, 2026 at 2:45 PM in the District Office
- Policy Committee - Wednesday, May 13, 2026 at 4:00 PM in the District Office
- HR Committee - Thursday, May 14, 2026 at 11:45 AM in the District Office
- Education Committee - Thursday, May 14, 2026 at 1:00 PM in the District Office
- Regular School Board - Wednesday, May 20, 2026 at 5:00 PM in the SPCC - Governor's Room

Adjournment - A motion was made by Rassbach, seconded by Stuewe, to adjourn the meeting at 6:30 PM. The motion carried unanimously.

Dated Approved: May 20, 2026

Kate Martens, Board Clerk



DISTRICT OFFICE
100 Lincoln Drive, Suite 229
Saint Peter, MN 56082-1351
507-934-5703 (Office)
507-934-2805 (Fax)
www.stpeterschools.org

Date: May 11, 2026

To: Dr. Jon Graff - Superintendent

From: Bee Ong - Finance Accountant

Monthly Business Office bills & Payroll Amounts:

April 2026 - Business Office checks	\$1,909,019.30
April 2026 - Business Office wire payments	\$1,541,229.11
April 2026 - Payroll	\$1,288,065.04
	<hr/>
	\$4,738,313.45
	<hr/> <hr/>

Monthly Student Activity Amounts:

Mar 2025 - South Elementary	\$297.06
Mar 2025 - North Elementary	\$5,074.80
Mar 2025 - Middle School	\$938.25
Mar 2025 - High School	\$48,256.28
	<hr/>
	\$54,566.39
	<hr/> <hr/>

St. Peter Public Schools	Apr-26	
Outgoing Wire Payments		
MSDLAF to USBank - 2022 Refunded Bond		
MSDLAF to USBank - 2024 Bond		
BCBS - medicare health	4/21/2026	2,513.00
BCBS - medicare health	4/21/2026	5,683.50
Medicare Blue RX	4/1/2026	7,585.00
Life	4/1/2026	3,052.09
LTD	4/3/2026	4,174.50
NIS - MN Paid leave premium	4/2/2026	40,748.21
VISA	April	14,510.10
IRS federal payroll taxes	4/9/2026	37,072.64
IRS federal payroll taxes	4/15/2026	183,067.61
IRS federal payroll taxes	4/17/2026	629.06
IRS federal payroll taxes	4/21/2026	390.25
IRS federal payroll taxes	4/30/2026	176,331.10
MN state payroll taxes	4/1/2026	31,855.01
MN state payroll taxes	4/10/2026	4,755.52
MN state payroll taxes	4/16/2026	31,925.07
MN state payroll taxes	4/17/2026	593.00
MN state payroll taxes	4/20/2026	20.00
MN state payroll taxes	4/22/2026	50.43
MN state payroll taxes	4/30/2026	30,584.01
MN UI Fund		
PERA payments	4/1/2026	31,653.82
PERA payments	4/10/2026	162.36
PERA payments	4/17/2026	10.51
PERA payments	4/17/2026	31,620.26
PERA payments	4/22/2026	80.66
PERA payments	4/30/2026	29,288.99
TRA payments	4/1/2026	108,095.34
TRA payments	4/10/2026	29,437.62
TRA payments	4/17/2026	306.66
TRA payments	4/17/2026	109,509.63
TRA payments	4/22/2026	215.81
TRA payments	4/30/2026	106,675.40
Education MN/ESI	4/2/2026	2,822.50
Education MN/ESI	4/21/2026	2,692.50
Education MN/ESI	4/30/2026	2,822.50
Horace Mann	4/2/2026	1,880.83
Horace Mann	4/20/2026	1,780.83
Ameriprise/NBSGroup Bill	4/2/2026	2,532.14
Ameriprise/NBSGroup Bill	4/20/2026	2,532.14
Colonial Life	4/24/2026	15,797.88
EyeMed	4/2/2026	1,241.59
Arbiter-Pre fund		
HomeTown - Dental direct debits	4/7/2026	2,983.17
HomeTown - Dental direct debits	4/13/2026	2,574.06
HomeTown - Dental direct debits	4/20/2026	4,752.65
HomeTown - Dental direct debits	4/27/2026	1,360.45
HomeTown - BCBS debits	4/2/2026	124,447.57
HomeTown - BCBS debits	4/9/2026	36,864.73
HomeTown - BCBS debits	4/16/2026	86,358.65
HomeTown - BCBS debits	4/23/2026	31,376.68
HomeTown - BCBS debits	4/30/2026	152,235.66
HomeTown - Healthiest You	4/30/2026	2,608.50
FNB HSA/VEBA-Medsurety/Matrix Trust	April	38,966.92
Total Outgoing Wire Payments		1,541,229.11



TO: Dr. Jon Graff
Members of the School Board

FROM: Jana Sykora

DATE: April 29, 2026

RE: Recommendation for graduation

It is my pleasure to recommend that Cameron Shoop be awarded a Saint Peter High School diploma. Cameron attended Oshawa Learning Academy from November 2023 through June 2024 and again from May 2025 through April 27, 2026. During his high school career, he earned a total of 26 credits, successfully meeting the graduation requirements for students enrolled in a state-approved alternative program as outlined in our school board policies.

Congratulations to Cameron!



Date: April 29, 2026

To: Dr. Jon Graff, Superintendent

From: Jana Sykora, Principal
South Elementary School

Re: Overload Assignment (Specialist Teachers)
2025-2026 School Year: Q1, Q2 and Q3

Our kindergarten enrollment numbers have resulted in many of our kindergarten classes meeting overload criteria.

SECTION 9. OVERLOAD ASSIGNMENT RATE Any teacher who exceeds the normal teaching load as stated in Article 31 will be compensated as follows: a) A middle and high school teacher will be paid \$44 per hour (i.e., 60 minutes) b) An elementary teacher will be paid \$44 per day c) **K-4 (Specialists - Art, Music, STEAM, Physical Education) will be paid \$5.20 per class taught per day with an overload of students as defined in Article 31, Section 8.** d) Overload compensation will be reviewed quarterly by the beginning of the third week of each quarter.

The number of overload courses taught was determined by homeroom teacher overload dates and our specialist rotation calendar (Day 1, 2, 3, 4, and 5). Page two shows these dates and counts in detail.

- Kelly Nyhammer should be reimbursed for 117 overload classes taught at South Elementary at a rate of \$5.20 per class.
- Rachael Schweigert should be reimbursed for 119 overload classes taught at South Elementary at a rate of \$5.20 per class.
- Robin Woods should be reimbursed for 121 overload classes taught at South Elementary at a rate of \$5.20 per class.
- Christi Maloney should be reimbursed for 239 overload classes taught at South Elementary at a rate of \$5.20 per class.

CC:

Lisa Pierson

Kelly Nyhammer

Rachael Schweigert

Robyn Woods

Christi Maloney

enc: details of calculations

Homeroom	Q1	Q2	Q3	Total
Hartfiel	9/4-10/6/25	11/17/25-1/22/26	1/27-3/12/26 3/18-3/27/26	
Minks	9/8-11/6/25	11/10/25-1/22/26	1/27-3/27/26	
Harvey	9/4-11/6/25	11/10/25-1/22/26	1/27-3/27/26	
Powell	9/4-11/6/25	11/10/25-11/26/25 12/18/25-1/4/26	NA	
Gruenzner	9/8-11/6/25	11/10/25-1/22/26	1/27-3/27/26	
Rouillard	9/4-11/6/25	11/10/25-1/21/26	NA	
Nyhammer	45	41	31	117
Schweigert	46	41	32	119
Woods	46	43	32	121
Maloney	93	83	63	239



Date: May 4, 2026

To: Dr. Jon Graff, Superintendent

From: Darin Doherty, Principal
North Elementary School

Re: Overload Assignment (Specialist Teachers)
2025-2026 School Year: Q1, Q2, and Q3

SECTION 9. OVERLOAD ASSIGNMENT RATE Any teacher who exceeds the normal teaching load as stated in Article 31 will be compensated as follows: a) A middle and high school teacher will be paid \$44 per hour (i.e., 60 minutes) b) An elementary teacher will be paid \$44 per day c) **K-4 (Specialists - Art, Music, STEAM, Physical Education) will be paid \$5.20 per class taught per day with an overload of students as defined in Article 31, Section 8.** d) Overload compensation will be reviewed quarterly by the beginning of the third week of each quarter.

The number of overload courses taught was determined by the homeroom teacher overload dates and our specialist rotation calendar (Days 1, 2, 3, 4, and 5).

- Kelly Nyhammer should be reimbursed for 79 overload classes taught at North Elementary at a rate of \$5.20 per class.
- Rachael Schweigert should be reimbursed for 79 overload classes taught at North Elementary at a rate of \$5.20 per class.
- Robin Woods should be reimbursed for 79 overload classes taught at North Elementary at a rate of \$5.20 per class.
- Kent Bass should be reimbursed for 158 overload classes taught at North Elementary at a rate of \$5.20 per class.

CC:

Megan Gracia

Kelly Nyhammer

Rachael Schweigert

Robyn Woods

Kent Bass