

**Buffalo-Hanover-Montrose Schools  
School Board Meeting**

Monday, February 23, 2026

Regular Meeting

Board Room

214 - 1st Ave NE

Buffalo, MN 55313

7:00 PM

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**MINUTES**

1. CALL TO ORDER by Chair Bob Sansevere at 7:00 PM AND ROLL CALL

Present: Bob Sansevere, Sheila Smude, Adam Bjorklund, Amanda Lawrence,  
Angie Greig, Matt Hoffman, Mike Honsey

Absent: none

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

B. Approval of Agenda

Hoffman/Greig to approve

Motion carried 7-0

3. COMMUNICATIONS

A. Student Council Report

Audyn Molesky, Student Council Representative to the BOE

Shout out to boys swim and dive team for qualifying for state. Winter concerts conclude tonight. Boys and girls hockey teams finished strong. Knowledge Bowl – both teams finished second.

B. Proud Of

1. Junior Courtney Kotish, who became the first Bison to qualify for the girls' state wrestling tournament in school history.

2. The BHS One Act Play ensemble, which earned "Starred Performance" status at the State One Act Play Festival. Only three of the eight schools performing at state earn Starred Performance status.

3. BHS Senior Macy DuBois, who qualified for the state gymnastics meet in three events: floor, beam, and uneven bars.

4. BHS Seniors Gabe Kepke, Cayden Kepke, and Mitchell Nosbush, who represented BHS in the state Music Listening Contest.

5. BCMS students Owen Rehnstrand, Tyler Spalinger, and Violet Schuette, who participated in the Central Minnesota Band Directors Association Honor Band.

6. BHS Juniors Carli Delorenzo and Lilah Dongoski, who were selected for the University of Minnesota Honor Band and performed at Ted Mann Concert Hall.

7. Senior Erik Salhus who was chosen for the MMEA All-State Symphonic Band and Senior Carter Robertson who was chosen for the MMEA All-State Orchestra.

8. BHS students chosen for the Central Minnesota Band Director Association 9-10 Honor Band: Arowyn Lee, Jacob Kortisses, Isak Keranen, Joey Christensen, Leah Guadagni, and Braydyn Clark.

9. Seniors Jeanette Bermudez and Parker Carlson, who were selected as Buffalo High School's Triple 'A' Award winners for 2025-26 in recognition of their academics, arts, and athletics.
10. Juniors Brielle Sebey and Braxton Teschendorf who are the BHS nominees for the Minnesota State High School League's ExCEL Award, which represents Excellence in Community, Education, and Leadership.

C. Board Calendar Dates

1. Monday, March 9, 2026, Board Workshop 4:30 PM at DES
2. Monday, March 23, 2026, Public Comment Session *if needed* 6:30 PM at DC Board Room
3. Monday, March 23, 2026, Board Meeting 7:00 PM at DC Board Room

4. CONSENT AGENDA

A. Personnel

APPOINTMENT – All appointments are contingent upon satisfactory completion of a criminal background check. Approve the following appointments:

1. Kiley Broste, LTS Music Teacher at Parkside Elementary School, effective February 23, 2026 and ending April 23, 2026.
2. Julie Kirkpatrick, LTS Kindergarten Teacher at Hanover Elementary School, effective on or about March 12, 2026 and ending June 5, 2026.
3. Jorie Murray, .5 Title I Teacher and .5 ELD Teacher Districtwide, effective February 4, 2026. This appointment is contingent upon receipt of appropriate licensure.
4. Grace Schaust, LTS 3<sup>rd</sup> Grade Teacher at Tatanka Elementary STEM School, effective February 18, 2026 and ending June 5, 2026.
5. Karisa Becker, ESP at Northwinds Elementary School, effective February 23, 2026. This is a new position.
6. Jillian Deglmann, School Secretary at Hanover Elementary School, effective February 20, 2026. This is a replacement for Melinda Day.
7. Lisa Johnson, Nutrition Services Assistant at Buffalo High School, effective February 17, 2026. This is a replacement for Marie Torkelson.
8. Annabelle Rabe, KidKare Assistant, effective February 2, 2026.

RESIGNATION/RETIREMENT/TERMINATION – Approve the following resignations/retirements/terminations:

1. Nancy Anderson, 2<sup>nd</sup> Grade Teacher at Hanover Elementary School, retirement effective June 5, 2026.
2. Elizabeth Demgen, KidKare Supervisor, resignation effective June 5, 2026.
3. Catharine Deneen Kiefer, Kindergarten Teacher at Northwinds Elementary School, retirement effective June 5, 2026.
4. Kendra Hartigan, ECSE Teacher Districtwide, resignation effective June 5, 2026.
5. Natalie Johnson, Math Teacher at Buffalo Community Middle School, retirement effective June 5, 2026.
6. Noelle Kittel, LTS 3<sup>rd</sup> Grade Teacher at Tatanka Elementary STEM School, resignation effective February 13, 2026.
7. Taylor Klingbeil, ESP at Buffalo Community Middle School, termination effective February 10, 2026.
8. Alyssa Larsen, ESP at Parkside Elementary School, resignation effective March 6, 2026.
9. Tamra Otten, ESP at Buffalo High School, retirement effective June 4, 2026.
10. Jared Petty, ESP at Buffalo Community Middle School, resignation effective February 17, 2026.
11. Nevaeh Varhol, KidKare Assistant, resignation effective January 30, 2026.

12. Sheila Villanueva Maldonado, ECSE ESP Districtwide, termination effective February 3, 2026.

TRANSFER/CHANGE IN ASSIGNMENT – Approve the following transfers/changes in assignment:

1. Megan Caswell, ESP at Northwinds Elementary School, increase from 17.5 to 32.5 hours/week, effective February 6, 2026.
2. Melinda Day, transfer from School Secretary at Hanover Elementary School to Activities Scheduling Secretary at Buffalo High School, effective February 23, 2026. This is a replacement for Vickie Davidson.
3. Ella Hunter, KidKare Assistant at Northwinds Elementary School, increase from 4.5 to 7.5 hours/week, effective March 9, 2026.
4. Madison Murray, KidKare Assistant at Northwinds Elementary School, decrease from 15 to 10 hours/week, effective February 2, 2026.
5. Samantha Peloquin-Ryan, transfer from AVID Tutor at Buffalo Community Middle School to ESP at Northwinds Elementary School, effective February 23, 2026.
6. Elsee Rausch, KidKare Assistant at Parkside Elementary School, increase from 7.5 to 10 hours/week, effective February 2, 2026.
7. Robin Reinking, ESP at Hanover Elementary School, increase from 30 to 32.5 hours/week, effective February 2, 2026.
8. Patricia Wood, KidKare Supervisor, increase from 15 to 22.5 hours/week, effective February 25, 2026.
9. Taylor Zachman, KidKare Supervisor at Northwinds Elementary School, increase from 17.5 to 20 hours/week, effective February 2, 2026.

LEAVE OF ABSENCE – Approve the following requests for leave of absence:

1. Jennifer Anderson, Nutrition Services Assistant at Buffalo Community Middle School, date adjustment to leave of absence to ending February 27, 2026.
2. Margaret Beck, ESP at Hanover Elementary School, date adjustment to leave of absence to ending January 9, 2026.
3. Crystal Halverson, Music Specialist at Parkside Elementary School, request for leave of absence effective February 23, 2026 and ending April 23, 2026.
4. Christina Helmbrecht, SpEd Assessment Teacher at Buffalo High School, request for leave of absence effective May 7, 2026 and ending May 29, 2026.
5. Kimberly Laumann, ESP at Tatanka Elementary STEM School, request for leave of absence effective December 10, 2025 and ending January 30, 2026.
6. Kallie Sondergaard, ESP at Montrose Elementary School of Innovation, date adjustment to leave of absence to effective December 2, 2025 and ending April 10, 2026.
10. Madelynn Thomas, ESP at Northwinds Elementary School, request for leave of absence effective on or about April 7, 2026 and ending June 4, 2026.

MEMORANDUM OF AGREEMENT (MOA) – Approve the following MOA:

1. MOA between Independent School District No. 877 and Education Minnesota-Buffalo for the purpose of continuing an Alternative Teacher Professional Pay System effective through June 30, 2027.

B. Check Disbursements

Payroll checks # 9000188643 through 9000190508, and 206964 through 206976 amounting to \$2,740,366.57. P-card disbursement checks 8000003479 to 8000003510, totaling \$109,456.43.

Bill-pay wires 8100002434 through 8100002459. Employee reimbursement checks 9100006300 through 9100006368 and Accounts Payable checks 410742 through 410997 for the period of January 6, 2026 – February 18, 2026 as follows:

01	GENERAL FUND	3,552,606.45
02	FOOD SERVICE	260,346.27
04	COMMUNITY SERVICE	171,576.33
05	CAPITAL OUTLAY	72,966.09
06	NEW BUILDING	49,015.16
07	DEBT SERVICE	3,575.00
09	ACTIVITY FUND	23,135.62
16	ALTERNATIVE FACILITIES	0.00
45	POST EMP BENEFITS IRREV TRU	40,073.36
47	DEBT REDEMPTION	0.00
51	<u>ACTIVITIES</u>	<u>2,527.38</u>
	<b>TOTAL</b>	<b>\$4,175,821.66</b>

### C. Electronic Fund Transfers

A list of the electronic fund transfers occurring in the official depositories (for the period of Jan. 14 - Feb. 16) is as follows:

Date	Vendor & Purpose	Amount
01/14/26	District #877 Employees – Employee Reimbursement \$	2,715.65
01/14/26	WEX – Flex/Health Insurance	328.83
01/15/26	MN Teachers Retirement Association	254,085.31
01/15/26	District #877 Employees – Employee Payroll	1,285,381.90
01/15/26	MN Public Employees Retirement Association	72,046.96
01/15/26	IRS USA Tax Pmt – Federal Taxes	412,882.10
01/15/26	WEX – Flex/Health Insurance	285.15
01/16/26	Educators Benefit Consultants – Deferred Annuities	67,400.20
01/16/26	MN Dept. of Revenue – State Taxes	67,792.42
01/16/26	WEX – Flex/Health Insurance	13,056.40
01/20/26	Alerus	504.00
01/20/26	Delta Dental – Dental Insurance	13,731.96
01/20/26	WEX – Flex/Health Insurance	297.96
01/21/26	MN Dept. of Revenue – Sales Tax	432.00
01/21/26	Delta Dental – Dental Insurance	3,068.35
01/21/26	WEX – Flex/Health Insurance	2,342.64
01/22/26	Xcel Energy – Utility	625.51
01/22/26	WEX – Flex/Health Insurance	1,374.03
01/23/26	MidAmerica - HRA	10,000.00
01/23/26	WEX – Flex/Health Insurance	499.90
01/26/26	WEX – Flex/Health Insurance Admin Fee	2,167.25
01/26/26	Delta Dental – Dental Insurance	10,412.77
01/26/26	WEX – Flex/Health Insurance	260.32
01/27/26	Bond Trust - \$41,500,000 2024 G.O. Bond	2,082,650.00
01/27/26	Bond Trust - \$32,620,000 2015 G.O. Bond	5,607,936.25
01/27/26	WEX – Flex/Health Insurance	1,213.49
01/28/26	District #877 Employees – Employee Reimbursement	3,010.79
01/28/26	WEX – Flex/Health Insurance	1,760.57
01/29/26	WEX – Flex/Health Insurance	39.30
01/30/26	MN Teachers Retirement Association	259,354.74
01/30/26	MN Public Employees Retirement Association	81,433.53
01/30/26	District #877 Employees – Employee Payroll	1,374,179.10
01/30/26	IRS USA Tax Pmt – Federal Taxes	437,775.88
01/30/26	WEX – Flex/Health Insurance	179.08
02/02/26	HealthPartners - Health Insurance	898,150.18
02/02/26	Delta Dental – Dental Insurance	21,240.08
02/02/26	Xcel Energy – Utility	8.69
02/02/26	MN Dept. of Revenue – State Taxes	71,315.13
02/02/26	MN Dept. of Revenue – State Taxes	279.79

02/02/26	Educators Benefit Consultants – Deferred Annuities	67,307.45
02/02/26	WEX – Flex/Health Insurance	13,885.86
02/03/26	WEX – Flex/Health Insurance	1,822.63
02/04/26	WEX – Flex/Health Insurance	8.15
02/04/26	eBay	(700.75)
02/05/26	WEX – Flex/Health Insurance	2,549.17
02/05/26	BMO Corporate MasterCard – P-Card	96,184.97
02/06/26	WEX – Flex/Health Insurance	2,629.42
02/09/26	Delta Dental – Dental Insurance	11,498.18
02/09/26	WEX – Flex/Health Insurance	1,442.77
02/10/26	WEX – Flex/Health Insurance	2,295.91
02/10/26	FeePay - Community Ed Fee	4,769.71
02/11/26	WEX – Flex/Health Insurance	1,178.71
02/11/26	FeePay - Community Ed Fee	1,500.00
02/12/26	WEX – Flex/Health Insurance	6,049.20
02/13/26	WEX – Flex/Health Insurance	81.53
02/13/26	IRS USA Tax Pmt – Federal Taxes	432,539.34
02/13/26	District #877 Employees – Employee Payroll	<u>1,360,561.92</u>
	<b>Total</b>	<u>\$ 15,067,822.38</u>

#### D. Minutes - January 26, 2026 Regular Meeting

Honsey/Smude to approve

Motion carried 7-0

#### 5. ACTION ITEMS

##### A. Resolution Accepting Donations/Grants

Bob Sansevere, Chair

THEREFORE, BE IT RESOLVED that the School Board of Buffalo-Hanover-Montrose Schools, ISD #877, accepts with appreciation the contributions detailed on the attached document in the amount of \$8,966.23.

Bjorklund/Lawrence to approve

Motion carried 7-0

##### B. Resolution: Discontinuance of Contracts

Evan Ronken, Director of Human Resources

BE IT RESOLVED that the following substitute teachers, yearly, and out-of-licensure contracts be discontinued pursuant to the provisions of their individual contracts: Daniel Kloepfner, Cole Johnson, Julie Kirkpatrick, Sherryl Nichols, Karen Schultz, Marcia Wold, Charlotte Eichenberg, Kimberly Freiberg, Aubrey Henrickson, Maggie Hermanson, Bjorna Jayson, Mary Kolodzik, Sundee Kuechle, KellyAnn Lockrem, Ohnica Melenich, Paul Nienaber, David Schmidt, Stephanie Schwartz, Haley Morse, Jorie Murray, Arliss Wallenta.

Lawrence/Greig to approve

Motion carried 7-0

##### C. Achievement and Integration Plan

Pam Miller, Director of Teaching and Learning

Our district is required to develop a 3-year Achievement & Integration Plan that is to be approved by the school board. Ms. Miller presented the Plan for 2026-2029.

Hoffman/Honsey to approve

Motion carried 7-0

#### 6. REPORTS

##### A. 2026-27 Capital Outlay and Long-Term Facilities Maintenance Requests

Tim Helppi, Director of Buildings and Grounds

Mr. Helppi shared the requests for 2026-27 from each building. Final budget approval to be presented at April board meeting. LTFM list was \$90 million when Tim started. \$48 million has been tackled thanks to the community.

B. Annual Radon Testing

Tim Helppi, Director of Buildings and Grounds

We test each school once every 5 years. Testing not required, but if done, results are required to be presented to the board. This year testing was conducted at Montrose Early Education Center, Pride Transitions Building, Northwinds Elementary School, and Tatanka Elementary STEM School. No additional mitigation required.

C. Class Size Report

Scott Thielman, Superintendent

Dr. Thielman shared the semi-annual report on class sizes. Average class sizes are 23.76 in K-5, 27.06 in middle school, and 28.84 in high school. 4<sup>th</sup> grade has higher numbers than other grade levels.

7. COMMITTEE REPORTS

AL: Today, NWSISD executive director resigned.

MH: 877 Foundation - pork chop dinner discussion

BS: Commented that parents are excited about new Parkside Principal, Jake Hockinson.

8. SUPERINTENDENT'S REPORT

Monitoring what's happening at the capital. District received net 0 increase in this biennium. Next year compensatory aid less than anticipated. Modification to our budget will be forthcoming.

9. ADJOURN

Honsey/Smude moved to adjourn at 7:34 PM

Motion carried 7-0

Respectfully Submitted,

Adam Bjorklund, Clerk  
ISD 877 Board of Education