

**VISITOR AGENDA
MAHNOMEN PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
MONDAY, SEPTEMBER 22, 2025
6:00 PM SCHOOL BOARD CONFERENCE ROOM**

1. CALL TO ORDER
2. PLEDGE OF ALLEGANCE
3. ROLL CALL:
Board Members Present: _____Chris Otto, _____Nicole Ose, _____Ashley Neis,
_____Kimberly Scott-Neisen, _____Traci Turner, _____Craig Bower
4. ADOPTING THE AGENDA
As presented or modified
5. VISITORS AND GUEST COMMENTS
6. MONTHLY ROUTINE CONSENT BUSINESS
Minutes from previous School Board Meetings
Bills
Financial Reports
Donations
7. COMMUNICATION - **School Board Recognition Month**
On behalf of the superintendent and district staff, we want to recognize and thank our school board members for their service and commitment to Mahnomen Public Schools. Your leadership, time, and dedication make a lasting difference for our students, staff, and community.
8. COMMITTEE AND SCHOOL BOARD REPORTS
Athletics & Activities
9. ADMINISTRATION REPORTS
10. ACTION ITEMS
Motions to approve master agreements.
Motion to approve White Earth Head Start catering agreement.
Motion to approve unpaid personal leave day for Jon Starkey.
Motions to approve field trips - Music & FFA.
Motion to approve Superintendent Simon as LEA representative.
Motion to approve Delane Schaumburg as Red Flag compliance person.
Motion to set the proposed 2025 payable 2026 tax levy at the "maximum" formula allowable amount (will be set in December).
Motion to approve the 2025-2026 Alluma Contract.
Motion to transfer \$31,644 from Fund 01 to Fund 04 to cover the deficit.
Motion to commit the following funds: 4 million - Construction & 100,000 Severance & 100,000 Technology

Motion to confirm the date and time for the Federal Programs/Impact Aid Hearing for October 22nd at 7 PM in the new district board conference room.

11. PERSONNEL TOPICS

Resignations - Gracie Uran

Hiring - Jana Buck, Catie Bunker

Lane Change

Other

12. ADJOURNMENT

Community Education Program - Board Report – September 2025

- Fall Community Education session has begun! We are looking forward to hosting:
 - Puzzle Night at the Mahnomen Country Club
 - Levi Liebl - Wills & Estate Planning
 - First Aid/CPR/AED Training
 - DIY Coir Outdoor Rugs
 - Fall Chili Making
 - Apple Pie Making
 - 4H after school programs: Engineering Club & Cooking Club
- Session information can be found online at Community Education Program page of the school website
- VPK classrooms are having a great start to the year! Best wishes to Lisa, Kayla, and Mrs. Jeannine!
- Early Childhood Family Education fall session has started! There are six (6) students registered at this time and we are excited for more to join us throughout.
- Early Childhood Screening Outcomes report is due to DCYF on September 30. This presents health, academic, social, and sensory data as a collection from 3,4,5 year olds screened by ISD#432.

Athletics & Activities Program - Board Report – September 2025

Fall sports have begun! Best wishes to the coaches on a successful season!

The Activity Scheduler found on the Athletic Page of the school website hosts all schedules for teams.

MHS Participation Numbers:

- FB (9-12) - 23 / Total = 53
- VB (9-12) - 24 / Total = 49
- JH FB - 17 / Total = 43
- JH VB - 18 / Total = 40
- Cheer (7-12) - 8 / Total = 19

Currently seeking internal applications for the Assistant Dance Coach position—thank you to Jill Bisek for her dedication to the program in recent years!

Co-op Pairing Leadership Update:

- Next meeting is Oct 7

Co-op Pairing Committee Update:

- Next meeting is TBD

MSHSL & Section information:

- MSHSL Regional Meeting was hosted at TRF in September. MSHSL shared information on 9th grade governance, uniform guidance, and competitive section placement process
- Region 8A FB / VB Programs are being produced for upcoming tournaments
- Region 8 Handbook has been updated—can be found on the MSHSL Region 8 webpage or with Aimee and Dan
- Section Playoff Dates:
 - FB - QF - 10/21, SF- 10/25, Final - 10/30
 - VB - Play-In - 10/20, Pigtail - 10/22, QF - 10/24, SF- 10/28, Final - 10/31
- Looking ahead we are hosting Section 8A Track in Mahanomen on May 29th, 2026 and hosting 27 teams.

High School Report-September 2025

Great start to the year!

People parade-Friday, Sept. 19th

Homecoming week-October 5th(Powderpuff football)-October 10th.

Discipline report:

To date: 59

Class sizes as of 9.16.25:

7-59

8-59

9-54

10-42

11-52

12-46

Total: 312

Student	DOB	New/drop	Add	Drop	Start date	Leave date	grade	To/From	Notes	Tech Accounts
		drop		1		summer		7 Waubun		
		drop		1		summer		9 Waubun		
		drop		1		summer		7 Waubun		
		drop		1		summer		8 Waubun		
		Return	1			9/2		9 from ALC		
		Return	1			9/2		7 from ALC		
	1/17/13	drop		1		summer		7 NCE		
	7/28/09	Return	1			9/2		11 from ALC		
		Return	1			9/2		9 from ALC		
	7/11/2013	New	1			9/2		7 from COLA	records received	
	10/21/2009	New	1			9/2		10 From Trek North		
	9/25/09	drop		1		summer		9 to Waubun		
	1/21/10	return	1			9/2		10 from ALC		
		return	1			9/2		9 from COLA		
	5/8/09	return	1			9/2		10 from COLA		
	7/27/13	new	1			9/2		7 from COLA	records received	
	08/24/11	new	1			9/2		9 from NCE	records received	
		drop		1		summer		7 to COLA		
	2/19/09	return	1			9/3		11 From Bagley		
		drop		1		summer		7 to Fosston		
		return	1			9/2		11 from Bagley		
		return	1			9/3		9 from ALC		
		return	1			9/3		8 from COLA		
		return	1			9/3		8 from ALC		
		return	1			9/3		12 From ND		
		return	1			9/3		11 From ND		
		return	1			9/3		8 From ALC		
		New	1			9/4		9 From Waubun		
		New	1			9/4		8 From Waubun		
		drop		1		9/2		to ALC		
		drop		1		9/2		8 to ALC		
		drop		1		9/2		10 to ALC		
		drop		1		9/2		8 Online		
		drop		1		9/2		9 to Red Lake		
		drop		1		9/4		8 to ALC		
		Return	1			9/5		12 from ALC		
		Return	1			9/5		12 from ALC		
		drop		1		summer		7 to Waubun		
		drop		1		summer		8 To Red Lake		
		drop		1		9/4		9 to ALC		
		return	1			9/8		8 from online		
		return	1			9/8				
		new	1			9/10		11 from Perham		
		totals	26	17						

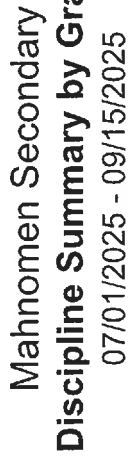


Mahnomen Secondary Discipline Summary by Grade

Year: 2025-2026
Report: IDS601

07/01/2025 - 09/15/2025

Description	07		08		09		10		11		12	
	Female	Male	Total	Female	Male	Total	Female	Male	Total	Female	Male	Total
Academic Dishonesty (30)												
Alcohol (01)												
Amorous Activity (Am Act)												
Arson (02)												
Assault (03)												
Attendance (24)												
Back Talk (b talk)												
Bomb (04)												
Bomb Threat (05)												
Bullying/Harassment (Includes CyberBullying) (31)												
Bus Referral (Bus)												
Cannabis (35)												
Controlled Substances (prescription) (06)												
Disruptive/Disorderly/Insubordination (08)	6	6	12	1	1	2	8	1	1	2	2	4
Extortion (09)												
Fighting (10)												
Gang Activity (11)												
Hazing (26)												
Hit Push Shove (HPS)	1	1	2									1
Homicide (28)												
Illegal Drugs (13)												
Inappropriate Language/Actions (lang)	1	1	2									
Noon Restriction Redo (Redo)												
Not Participating (NP)												
On School Property without Permission (34)												
Other (23)												
Over-the-Counter Medications (14)												



07/01/2025 - 09/15/2025

Description	07			08			09			10			11			12		
	Female	Male	Total	Female	Male	Total	Female	Male	Total	Female	Male	Total	Female	Male	Total	Female	Male	Total
Physical Contact (32)																		
Profanity (Prof)					1	1												1
Pyrotechnics (15)																		
Robbery (using force) (29)																		
Skippering (Skip)																		
Tardies (Tar)																		
Teacher Referral (TCH)																		
Technology (33)																		
Terroristic Threats (16)																		
Theft (17)																		
Threat/Intimidation (18)																		
Tobacco (19)																		
Unassigned Area (UN Area)																		
Vandalism/Property Related (20)																		
Verbal Abuse (21)																		
Weapon (22)																		
Totals	0	10	10	4	12	16	4	14	18	0	5	5	2	4	6	1	3	59

MAHNOMEN ISD#432
ELEMENTARY PRINCIPAL'S REPORT

Good start to the school year, new staff are doing great!!

The move into the new classrooms went well, lots of staff pitched in.

PBIS Passport Day. Staff led expectations throughout the school; hallways, recess, cafeteria, etc.

Students have been very good so far, only 6 discipline referrals

53 students adds & 13 student drops

Fall inservice; annual trainings & motivational speakers

Open House was well attended.

Still seeking Paraprofessionals .

ECSE	8	
VPK Heller	10	2 EC
VPK Larson	14	2 EC
Total ECSE/Pre-K	32	
K-DeLong	14	
K-Houdek	13	
K-Haverkamp	14	
1-Woods	18	
1-Ryan	19	
2-Evenson	16	
2-Bruce	14	
3-Olson	16	
3-Neuhalfen	17	
3-Swiers	16	
4-Miller	19	
4-O'Loughlin	20	
5-Guenther	22	
5-Twistol	22	

6-Korbel	23	
6-Johnson	20	
Total K-6	283	
Total Pre-K-6	315	



Superintendent's Report

September 22, 2025

1. Community Response to Recent Tragedies

- This past week has brought a string of tragedies to our community, and I want to begin by acknowledging the weight of these losses. In the midst of such difficult circumstances, I am **deeply grateful for the way our team has responded**—with professionalism, care, and unity. Aimee led our communications with empathy and thoughtfulness, Desi mobilized vital crisis support, and staff across the district pulled together to meet the needs of our students and families. It is a reminder of the strength of our community and the importance of continuing to support one another in the days ahead.

2. Operations & Facility Updates

- Join us for the **Ribbon-Cutting Ceremony at Mahnomen Public Schools on Wednesday, September 24, from 5:00–7:00 PM**. A **pre-event blessing of the grounds** will take place at 4:00 PM, followed by the **official ribbon-cutting ceremony beginning at 5:00 PM**. The program will include remarks from Superintendent Andrea Simon and School Board Chair Chris Otto, student voices, and an Opichi Drum performance. Guests are then invited to enjoy self-guided tours of the new spaces, visit with staff stationed throughout the building, and gather for light refreshments in the new concession area. All are welcome as we celebrate this exciting new chapter for our school community! [Ribbon-Cutting Program \(DRAFT 9.18\)](#)
- **Federal Programs (Impact Aid) Hearing - October 22, 2025, 7-8 PM**. The upcoming Federal Programs Hearing will include a focus on Impact Aid, but it is also intended to cover our other federal funding streams (such as Title programs). We will prepare and share a presentation that highlights all of these areas, with Impact Aid as a key component for our district.

3. Staffing & Personnel

- We continue to face a **significant need for paraprofessionals** in our district. To address this, we are advertising broadly—placing notices in the *Detroit Lakes Tribune* (both print and online), the *Anishinaabe* paper, as well as on Facebook, our school marquees, and the district website. While these efforts are important, there is often no substitute for the power of a personal connection. I encourage everyone to reach out individually to people in our community who may be the right fit for this work. Many individuals are looking for a meaningful way to make a lasting difference, and serving as a paraprofessional in our schools is one of the most impactful ways to support our students and staff.



4. Committee Meetings Summary

25-26 Committee Meeting Cycle - As part of our district goal to enhance transparency and encourage community involvement, **committee meeting dates and materials will be posted on BoardBook** moving forward.

- **Negotiations Committee** – The committee has completed its work, and contracts are up for review and approval at tonight’s meeting. Sincere thanks to all involved for a productive and thoughtful process.
- **Facilities Committee** – This committee has been instrumental in planning the Ribbon-Cutting Ceremony. We offer our thanks and look forward to celebrating our new space with the community.
- **Technology Committee** – Met this evening immediately preceding the board meeting; a summary will be provided at the next board meeting.
- **Policy Committee** – The committee met last month and began reviewing district policies with guidance from MSBA, including connections to handbooks and specific issues such as weather and indoor recess. Ongoing work is planned, with the next meeting set for October to continue updating and aligning policies.

5. Leadership Evaluation Procedures

- **Principal & District Staff Evaluations:** Reviewing state guidelines and best practices to implement a consistent, evidence-based process supporting leadership, climate, and achievement.
 - [Principal Evaluation Model](#)
 - [Principal Evaluation Packet](#)

6. NAFIS Fall Conference

- I attended the NAFIS conference in Washington, D.C., meeting with staff from Senators Klobuchar and Smith, as well as Representative Stauber, and will connect virtually with Representative Fischbach’s office. While Tim Lutz was unable to attend and Jordan Spaeth was called away due to the tragic loss of a student, the conference was productive—Impact Aid funding looks secure, which is great news amid broader federal uncertainty. I also participated in a technical workshop on the application process, which gave me a stronger foundation to support the work Jeff had assigned to Nikki McCollum before his retirement. With her training last year in Las Vegas and my new insights, I feel our district is well-positioned, and I’m excited to continue growing into my role as state chair.

Dear Dr. Simon,

I am writing to confirm my plans for time off related to my upcoming wedding. I carried over two personal days from last year, giving me a total of four personal days this year. I plan to use those four personal days on February 10, 11, 12, and 13, 2026.

In addition, I would like to respectfully request February 17, 2026, as an additional day off to accommodate travel. Please let me know if this date can be approved. I plan to return to work on February 18, 2026.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Jon Starkey". The ink is dark and the signature is fluid.

Jon Starkey

Extended (Overnight) Fieldtrip Request

Extended trips involve one or more overnight stay(s) and must be requested **well in advance of the planned activity**. This form must be completed and approved at each level: principal, superintendent, and school board. Exceptions to the approval policy may be granted or expedited to accommodate emergencies or contingencies (e.g. tournament competition).

Requested by: Jill Bisek & Megan Argall Date: 9/2/25
Group: Music Dept. Date of Fieldtrip: March 28-30, 2026
Number of Students: 50-60 Number of Chaperones: 5-6
Event/Destination: Twin Cities
Purpose/Benefit to Student: Experience a live professional Musical, attend social + cultural experiences, educational visit such as
Mode of Transportation: Motor Coach zoo or museum.

Estimated Allowable District Expenses: (Advisor/Chaperone only)

Transportation: —
Lodging: —
Meals: —
Registration/Fees: —
Substitute: 2 teachers for 1 day
Total: —

* Music Activity +
students cover all
costs other than
sub pay.

Approved by: [Signature] (Principal)
Approved by: _____ (Superintendent)
Date of Board Approval: _____

Checklist items to be completed prior to departure:

1. Travel itinerary information submitted to and approved by administration. (Page 2)
2. Chaperone list with cell phone numbers submitted to and approved by administration.
3. Itinerary & contact information disseminated to parent/guardian & chaperone(s).
4. Student/Chaperone fees paid.
5. Permission & Rules of Conduct Forms signed by student & parent/guardian.
6. Chaperone expectation meeting conducted.
7. Luggage & personal belongings searched for banned substances.

School-Based Mental Health Grant and how it works

The Minnesota Department of Human Services (MN DHS) School-Based Mental Health (SBMH) grant is a funding initiative designed to support and enhance mental health services within school settings across Minnesota. This grant aims to increase access to mental health resources for students, improve their emotional well-being, and foster a supportive school environment. Alluma has been a grantee since it began in 2006-2007.

As a Grantee of the SBMH grant, we are required to bill third-party payer sources (Medicaid, private insurance, etc.) whenever available for clinical services provided. The grant allows Alluma clients to be served regardless of health coverage status or ability to pay. The grant can offset the cost for families toward their deductibles (often high-deductible plans), therefore reducing the cost and fully covering it through Alluma and the grant. The grant is tapped into secondary following our primary billing to insurances. This often leads to a zero cost for the clients in the school-based program receiving Alluma services.

How School Contributions Work in an Alluma Co-Located Services Contract

Schools that contribute funding to contracts are referred to as providing district dollars. In the contract, the rate for district dollars is set at **\$140 per hour**. Schools and administrators are encouraged to participate in discussions about how Alluma's co-located staff are utilizing these funds. This is a fee-for-service model, and the school district is not billed monthly unless an Alluma employee renders a service and submits it for billing.

There are **three main areas** in which district dollars can be used:

1. **Student Contact/Support for Non-Alluma Clients**

This includes brief support or meetings with students who are not currently enrolled with Alluma. This usage is intended to be short-term; if ongoing or chronic needs are identified, a referral to enroll with Alluma should be made.

2. **School Social Work Support**

This includes tasks like organizing donations, managing hygiene or school supply drives, coordinating winter gear distribution, and facilitating holiday giving events.

This usage is lower due to districts utilizing their employees and consideration of Alluma's rate per hour for this service.

3. School Staff and Administration Support

This is the most used category. It includes staff meetings, coordination, consultation on Alluma clients, and general clinical support. Alluma clinicians are available to provide guidance on specific students or broader clinical concerns. Common settings for this support include SAT team meetings, professional development days, and before- or after-school consultations with teachers.

Alluma providers in the District and Safety measures

Alluma is requesting a copy of the school's safety plans including threat assessment procedures. Alluma is committed to ensuring the continued safety and well-being of employees co-located within the school districts. Understanding the school's preparedness measures and intervention processes is important for maintaining transparency and fostering a safe school environment.

Alluma is requesting that each co-located office within a school setting be equipped with a phone and have access to intercom announcements or other safety communications. For example, in the event of a school-initiated lockdown, it is essential that staff in these offices are promptly informed.

We are seeking confirmation that all co-located school offices currently have access to intercom information or equivalent communication methods during safety incidents.

Mahnomen Public School #432
P.O. Box 319
Mahnomen, MN 5655

Student Activity Fund
Check Request Form

Student Activity Fund: FFA

Date: 09/11/2025 Amount: \$2,110.00

Date check needed: _____

Check Payable To: Minnesota Region 2 ~~FFA~~ National Convention

Description of Disbursement: National Convention Fees For Students
and Advisor.

Only if approved at School Board Meeting

Approval Signatures:

Student Treasurer: Minnie Halvorsen

Activity Advisor: [Signature]

Administration: [Signature]

Students will pay
back 1/2.
= \$250.00

Appropriate Supporting Documentation Must Be Attached

Processed by: Delaney

Check #: 86611

Date: 9-22-25

----- Forwarded message -----

From: **Gracie Uran** <guran@mahnomen.k12.mn.us>

Date: Tue, Sep 9, 2025 at 3:29 PM

Subject: Notice of Resignation

To: Jacob Melby <jmelby@mahnomen.k12.mn.us>

Cc: Andrea Simon <andrea.simon@mahnomen.k12.mn.us>, Mandy Okeson <aokeson@mahnomen.k12.mn.us>

I am writing to give my two weeks' notice, with my last day being 9/22/2025. I have to do what is best for me and take this new opportunity that has been offered. While I'm excited for this next step, I'm also thankful for my time here.

I appreciate all the experience I've gained. I'll give it my all these next 2 weeks to ensure a smooth transition & try to get our students back into the swing of things.

Please, allow me to tell Lynn myself in person tomorrow when I arrive to work later in the day being I have a medical appointment in the AM.

Thank you for understanding.

Gracie Uran 9/9/2025