



**DETROIT LAKES PUBLIC SCHOOLS**  
**AGENDA**  
**ORGANIZATIONAL BOARD MEETING**  
**Monday, January 9, 2023 - 5:30 PM**  
**M State Room C103, 900 Hwy 34 E, Detroit Lakes, MN 56501**

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*The mission of the Detroit Lakes Public schools is to fill our sails with Laker PRIDE.*

District Office ~ 702 Lake Avenue, Detroit Lakes, MN 56501 ~ 218.847.9271 ~ Website: [www.dlschools.net](http://www.dlschools.net)  
Superintendent: Mark Jenson    Director of Finance & Operations: Jason Kuehn    Education Director: Renee Kerzman

**BOARD MEMBERS:**

**Amy Erickson, Vice-Chair**  
1380 East Shore Drive  
Detroit Lakes, MN 56501  
218.841.2944

**Ethan Walz**  
21762 244<sup>th</sup> Ave  
Detroit Lakes, MN 56501  
218.371.7619

**Michelle Okeson**  
24842 County Rd 113  
Detroit Lakes, MN 56501  
218.841.6065

**Mary Rotter- Treasurer**  
23625 Pebble Beach LN  
Detroit Lakes, MN 56501  
651.335.0396

**John Steffl, Chair**  
22370 Steffl Road  
Callaway, MN 56521  
218.850.5060

**April Thomas, Clerk**  
25592 Almquist Road  
Detroit Lakes, MN 56501  
651.271.1818

**Student Representatives: Quinn Rogstad- [24rogstquin@detlakes.k12.mn.us](mailto:24rogstquin@detlakes.k12.mn.us), Nick Buboltz- [25bubolnich@detlakes.k12.mn.us](mailto:25bubolnich@detlakes.k12.mn.us)**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ADMINISTER THE OATH OF OFFICE**

- A. Administer the Oath of Office for new Board Members Michelle Okeson, and Mary Rotter.
- B. Administer the Annual Renewal of the Oath of Office/Signatures for School Board Members Amy Erickson, Jennifer Pederson, John Steffl, and April Thomas.

**IV. APPROVAL OF AGENDA**

- A. Agenda Approval  
Approval of the Agenda for the January 9, 2023, Special School Board Meeting as presented.

**V. ELECTION OF OFFICERS**

- A. Board Chair calls for the nominations for the position of **Board Chair**.
- B. Board Chair calls for the nominations for the position of **Board Vice-Chair**.
- C. Board Chair calls for the nominations for the position of **Board Clerk**.
- D. Board Chair calls for the nominations for the position of **Board Treasurer**.
- E. **\*\* The 2022 Committee Assignment Report is attached. Please review for consideration of newly appointment offices for the 2023 calendar year.**

**VI. ACTION ITEMS**

Action items receive individual attention because of the nature of the issues, the need to discuss or review the information prior to taking action, or the specific kind of action required for the item.

- A. Approve the revised 2022-2023 Academic Calendar.  
Presenter: Board Chair
- B. Designate the following banks as Official Depositories for K-12 depository accounts respectively: Bremer Bank, Northwestern Bank, Wells Fargo, American National Bank, Mid Minnesota Federal Credit Union, First Security State Bank, Midwest Bank, Minnesota Liquid Asset Fund, and Ehlers/Pershing.  
Presenter: Board Chair
- C. Designate the Detroit Lakes Record/Tribune as the Official School Newspaper school

publication.

Presenter: Board Chair

- D. Designate Rupp, Anderson, Squires & Waldspurger PA as Legal Counsel for Detroit Lakes Public Schools.

Presenter: Board Chair

- E. Establish 2023 Salary for Board Members. The current School Board Compensation is \$200.00 per day for regular monthly meetings, special board meetings, and work sessions, and \$60.00 per day when attending any convention, seminar, committee meeting, Bridge session, or an event at which a Board Member is representing the district.

Presenter: Board Chair

- F. Approve the 2023 Board Calendar Meeting Schedule. The following are proposed board meeting dates for the 2023 calendar year.

Presenter: Board Chair

#### **VII. UPCOMING EVENTS AND ACTIVITIES**

A. MSBA Leadership Conference- 01/12/23-01/13/23

B. Finance Committee Meeting- 01/19/23 District Office 12:00 PM

C. Regular Board Meeting- 01/23/23 MState C101 5:30 PM

#### **VIII. MEETING ADJOURNED**



## School Board Member Oath of Office

It is an honor that you were elected to guide the education of our community's children. As you recite the oath of office, you assume a tremendous responsibility as a director of our school district with the duties empowered by the Minnesota Legislature. This power puts you and the other members of our school board in the position of being both morally and legally responsible for equitable, quality education of every student in the district.

In carrying out this responsibility, you will be asked to fulfill the roles of vision, structure, accountability, and advocacy. In providing vision, the board, with extensive participation of the community, envisions the community's educational future and then formulates the goals, defines the outcomes, and sets the course for the public schools.

To achieve the vision, the board establishes a structure and creates an environment designed to ensure all students the opportunity to attain their maximum potential through a sound organizational framework.

Because as a board we must be accountable to the community, we must ensure a continuous assessment of student achievement and all conditions affecting the education of our children.

As board members, we serve as education's key advocate on behalf of students and our community schools to advance the vision for our schools.

Furthermore, we must strive to work together with the superintendent and staff to lead the district toward fulfilling the vision we have created, fostering excellence for every student in the areas of academic skills and knowledge, citizenship and personal development.

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Having signed the acceptance of office and oath of office, I hereby publicly affirm my commitment to the oath of office:

I swear/affirm that I will support the Constitution of the United States and of this state, and that I will discharge faithfully the duties of the office of school board member of Independent School District No. 22 to the best of my judgment and ability.

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Board Chair

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Date

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Member

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Date

**DIRECTORS OF BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #22  
JANUARY 9, 2023  
FORM OF OATH TO BE ADMINISTERED  
SCHOOL OFFICERS**

I swear/affirm that I will support the Constitution of the United States and this State, and that I will faithfully discharge the duties of my office of School Board Member of Independent School District No. 22 to the best of my judgment and ability.

<b><u>Signature</u></b>	<b><u>Date Elected</u></b>	<b><u>Length of Office</u></b>	<b><u>Term Expires</u></b>
_____ Amy Erickson *January 1, 2017	November 3, 2020	Four Years	December 31, 2024
_____ Mary Rotter *January 1, 2023	November 8, 2022	Four Years	December 31, 2026
_____ Michelle Okeson *January 1, 2023	November 8, 2022	Four Years	December 31, 2026
_____ Jennifer Pedersen *January 1, 2019	December 13, 2022	5 Months	May 9, 2023
_____ John Steffl *January 1, 2017	November 3, 2020	Four Years	December 31, 2024
_____ April Thomas *January 1, 2019	November 8, 2022	Four Years	December 31, 2026

\*Date began as School Board Member

**DETROIT LAKES PUBLIC SCHOOLS  
2022 BOARD COMMITTEES AND COMMITTEE ASSIGNMENTS**

<b>Board Committees</b>	<b>Erickson</b>	<b>Henderson</b>	<b>Seaworth</b>	<b>Pedersen</b>	<b>Steffl</b>	<b>Thomas</b>
Activities	X	X				X
Employee Insurance		X		X		
Facilities	X		X		X	
Finance		X		X		X
Health and Safety					X	
Lane Change	X					
EMDL Meet and Confer	X		X			X
Other Employee Negotiations		X		X		X
Teacher Negotiations	X		X		X	
Transportation			X		X	
Technology		X				X

<b>Board Assignments to Other Committees and Boards</b>	<b>Erickson</b>	<b>Henderson</b>	<b>Johnson</b>	<b>Pedersen</b>	<b>Steffl</b>	<b>Thomas</b>
Area Learning Center Council				X	X	
Arena Commission					X	
Becker County Children's Initiative			X			
Chemical Dependency/Child Abuse					X	
Community Education Advisory Council						X
DL Academy Champions Board	X		X		X	
District Staff Development		X				X
High School League Rep.					X	
Interagency Early Intervention Committee (IEIC)	X					
Literacy Council			X			
MSBA Legislative Liaison				X		
Policy Council		X			X	
Schedule C & D Committee						X
Student Reassignment		X				
Title VII	X					
Wellness/Nutrition				X		
(Number of Committees)	<b>8</b>	<b>8</b>	<b>7</b>	<b>6</b>	<b>10</b>	<b>8</b>
Adopt a School	High School	ALC	Rossman	Middle School	High School	Roosevelt

(3/2/2022 2:51:50 PM)



# Detroit Lakes Public Schools

## K-12 Student / Staff Calendar

# 2022-2023

168 Student Contact Days  
 9 Teacher Inservice/Conference/Work Days  
 177 Teacher Contract Days

◆ New Teacher Inservice    ○ Teacher Inservice/Work Days    + P./T. Conferences    □ Holidays  
 — End of Semester/Trimester    □ Beginning/Ending Days    ⏰ Early Dismissal Days

**2022**

Aug. 24-25 New Teacher Inservice  
 Aug 29-31 Teacher Workshop  
 Sept. 5 Labor Day - No School  
 Sept. 6 First Day of School (Gr. 6-12)  
 Sept. 8 First Day of School (Gr. K-5)  
 Oct. 5 Early Dismissal  
 Oct. 20-21 MEA - No School  
 Oct. 24 HS P/T Conf. 4:00 p.m.  
 Oct. 27 MS P/T Conf. 4:00  
 Nov. 1 MS P/T Conf. 4:00  
 Nov. 2 Early Dismissal  
 Nov. 4 Semester 1 Midterm—HS (42)  
 Nov. 14 HS P/T Conf. 4:00 PM  
 Nov. 17&22 Elem. P/T Conf. 4:00 p.m.  
 Nov. 23 End of First Trimester (55)  
 Nov. 24-25 Thanksgiving Holiday  
 Dec. 22 Potential Make-up Day  
 Dec. 22 Winter Break Begins

**2023**

Jan. 3 Teacher Inservice—No School  
 Jan. 4 Classes Resume  
 Jan. 16 Make-up Day  
 Jan. 20 End of First Semester - HS (85)  
 Feb. 1 Early Dismissal  
 Feb. 20 Holiday - No School  
 Feb. 21 Make-up Day  
 Feb. 27 HS P/T Conf. 4:00 P.M.  
 Mar. 1 Early Dismissal  
 Mar. 3 End of Second Trimester (58)  
 Mar. 7&9 MS P/T Conf. 4:00 p.m.  
 Mar. 13 Holiday—No School  
 Mar. 14 Potential Make-up Day  
 Mar. 14 Teacher Inservice No School  
 Mar. 16&21 Elem. P/T Conf. 4:00 p.m.  
 Mar. 20 HS P/T Conf. 4:00 p.m.  
 Mar. 24 Semester 2 Midterm - HS (41)  
 Apr. 7-10 Spring Break – No School  
 Apr. 10 Potential Make-up Day  
 May 21 Graduation  
 May 25 Last Day of School  
 End of Third Trimester (55)  
 End of Second Semester (83)  
 Teacher Inservice  
 May 26 Memorial Day  
 June Kindergarten Round-up

**July 2022**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**August 2022**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	◆ 24	◆ 25	26	27
28	○ 29	○ 30	○ 31			

**September 2022**

S	M	T	W	T	F	S
				1	2	3
4	□ 5	□ 6	7	□ 8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**October 2022**

S	M	T	W	T	F	S
						1
2	3	4	⏰ 5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	□ 20	□ 21	22
23	□ 24	25	26	□ 27	28	29
30	31					

**November 2022**

S	M	T	W	T	F	S
		□ 1	□ 2	3	4	5
6	7	8	9	10	11	12
13	□ 14	15	16	□ 17	18	19
20	21	□ 22	□ 23	□ 24	□ 25	26
27	28	29	30			

**December 2022**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	□ 22	□ 23
24	25	□ 26	□ 27	□ 28	□ 29	□ 30
31						

**January 2023**

S	M	T	W	T	F	S
1	□ 2	○ 3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	□ 20	21
22	23	24	25	26	27	28
29	30	31				

**February 2023**

S	M	T	W	T	F	S
			⏰ 1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	□ 20	21	22	23	24	25
26	□ 27	28				

**March 2023**

S	M	T	W	T	F	S
			⏰ 1	2	3	4
5	6	□ 7	8	□ 9	10	11
12	□ 13	○ 14	15	□ 16	17	18
19	□ 20	□ 21	22	23	24	25
26	27	28	29	30	31	

**April 2023**

S	M	T	W	T	F	S
						1
2	3	4	5	6	□ 7	8
9	□ 10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**May 2023**

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	□ 25	○ 26	27
28	□ 29	30	31			

**June 2023**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



## 2023 Board Meeting Schedule

Monday, January 9, 2023	5:30 p.m.	Organizational Meeting
Monday, January 23, 2023	5:30 p.m.	Regular Board Meeting
Monday, February 27, 2023	5:30 p.m.	Regular Board Meeting
Monday, March 27, 2023	5:30 p.m.	Regular Board Meeting
Monday, April 24, 2023	5:30 p.m.	Regular Board Meeting
Monday, May 22, 2023	5:30 p.m.	Regular Board Meeting
Monday, June 26, 2023	7:00 a.m.	Regular Board Meeting
Monday, July 24, 2023	7:00 a.m.	Regular Board Meeting
Monday, August 28, 2023	7:00 a.m.	Regular Board Meeting
Monday, September 25, 2023	5:30 p.m.	Regular Board Meeting
Monday, October 23, 2023	5:30 p.m.	Regular Board Meeting
Monday, November 27, 2023	5:30 p.m.	Regular Board Meeting
Monday, December 18, 2023	5:30 p.m.	Regular Board Meeting