



DETROIT LAKES PUBLIC SCHOOLS

AGENDA

SPECIAL SCHOOL BOARD MEETING

Tuesday, February 17, 2026 - 8:30 AM

Laker Transitions Building, 1104 West River Road, Detroit Lakes, MN 56501

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
Superintendent: Mark Jenson Director of Finance & Operations: Jason Kuehn Education Director: Renee Kerzman

BOARD MEMBERS:

Julie Smith-Yliniemi, Clerk
25961 Brolin Beach Rd
Detroit Lakes, MN 56501
218.204.0420

Michael Walther
28030 County Hwy 34
Callaway, MN 56521
218.841.3709

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

Mary Rotter, Vice Chair
23625 Pebble Beach LN
Detroit Lakes, MN 56501
651.335.0396

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

Sanford Nelson
28633 North Buffalo Lake Rd
Callaway, MN 56521
218.847.8360

Student Representative: Marian Martin 26martimari@detlakes.k12.mn.us, Hayden Wilson 27wilsohayd@detlakes.k12.mn.us

I. CALL TO ORDER

Presenter: Steffl, Board Chair

A. Laker Pride

II. ROLL CALL

Presenter: Steffl, Board Chair

III. PLEDGE OF ALLEGIANCE

Presenter: Steffl, Board Chair

IV. APPROVAL OF AGENDA

Presenter: Steffl, Board Chair

A. Agenda Approval

Approval of the Agenda for the February 17, 2026 Special School Board Meeting as presented.

V. COMMENTS AND REQUESTS FROM VISITORS

Presenter: Steffl, Board Chair

A fifteen-minute time limit will be allowed for audience comment. Those requesting audiences will inform either the Board Chairman or the Superintendent prior to the meeting that you wish to address the Board.

VI. CONSENT ITEMS

Presenter: Steffl, Board Chair

Action is requested on the following items of the consent agenda. Consent agenda items are typically adopted without discussion of the individual items because they are routine or ordinary in action. Any consent agenda item may be removed for further discussion and deliberation by any member of the board.

VII. 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. Motion to Approve the Construction Documents as presented to the Facilities Committee with

the authorization to proceed with the bidding process

VIII. UPCOMING EVENTS AND ACTIVITIES

Presenter: Steffl, Board Chair

IX. MEETING ADJOURNED

Presenter: Steffl, Board Chair

Laker PRIDE

	<p>Purpose our intention, what drives us</p>	<p>Deliver educational excellence.</p>
	<p>Relationships the ways we connect and behave toward each other</p>	<p>Care and communicate positively and respectfully within and across our schools and community.</p> <ul style="list-style-type: none"> • District ↔ parents and community members • District ↔ building • Building ↔ teacher • Building ↔ parents • Teacher ↔ parent • Teacher ↔ students
	<p>Innovation the creation, development and implementation of a new idea or concept to enhance educational opportunities</p>	<p>Embrace creativity and critical thinking.</p> <ul style="list-style-type: none"> • Renew and bring up to date all systems and practices • Utilize growth mindset to hone existing intentions/objectives and explore new ideas • Support diverse ways of thinking and doing • Embed equity continually in every facet of our work
	<p>Development a process that creates growth, progress, positive change or the addition of physical, economic, environmental, social and demographic components</p>	<p>Foster the academic, social, emotional, and cultural needs of all learners.</p> <ul style="list-style-type: none"> • Implement and sustain PBIS at all levels • Hone our support for social/emotional health • Further learning and implementation of equitable feedback, assessment, grading and reporting • Provide professional development that supports PRIDE
	<p>Equity the quality of being fair (not equal) and impartial</p>	<p>Ensure that our values, policies, and practices are equitable for our students, staff, and community.</p> <ul style="list-style-type: none"> • Clarify and support understanding of equity vs. equality for all • Actively promote equity (institutional, personal, and instructional) • Remove systemic barriers • Accommodate different learning styles • Give students a voice

I pledge allegiance to the flag
of the United States of America,
and to the Republic
for which it stands,
one Nation under God,
indivisible,
with Liberty and Justice
for all.



DATE: February 10, 2026

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **Request Bids for Building Envelope Project at Rossman Elementary School**

Administration seeks approval to request bids for building envelope improvements at Rossman Elementary School.

This project was included in the Long-Term Facilities Maintenance expenditure plan for Fiscal Year 2027. This project will upgrade sections of the building envelope at Rossman Elementary School.

Bids will be open on Thursday, March 12th, 2026 at 11:00 AM at the District Office and approved at the March 23rd Regular School Board Meeting.

Attached is information presented at the February 3, 2026 Facilities Committee meeting.



Design Development February 3rd, 2026

Rossman Elementary Building Envelope
Detroit Lakes, MN

Design Development

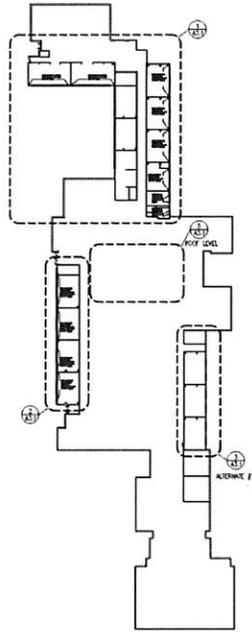


- We'll Review the Following:
 - ✓ DD Plans
 - ✓ Schedule
 - ✓ Construction Valuation Estimate
 - ✓ Overall Project Budget
 - ✓ Committee Recommendation

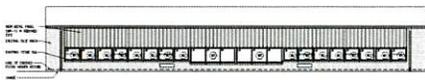
Rossman Elementary Building Envelope



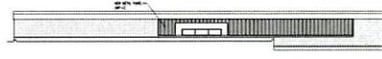
Overall Reference Plan



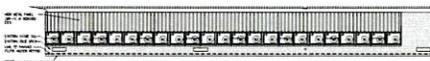
4 OVERALL BUILDING PLAN
A.3.1 / SCALE: 1/8" = 1'-0"



1 1951 BUILDING - SOUTH ELEVATION
A.3.1 / SCALE: 1/8" = 1'-0"



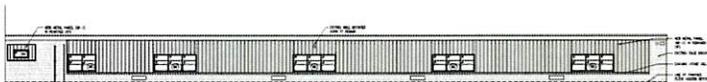
2 1951 BUILDING ROOF - WEST ELEVATION
A.3.1 / SCALE: 1/8" = 1'-0"



3 1951 BUILDING - WEST ELEVATION
A.3.1 / SCALE: 1/8" = 1'-0"



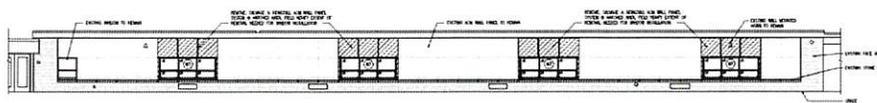
4 1951 BUILDING ROOF - SOUTH ELEVATION
A.3.1 / SCALE: 1/8" = 1'-0"



5 1951 BUILDING - EAST ELEVATION
A.3.1 / SCALE: 1/8" = 1'-0"



6 1951 BUILDING - EAST ELEVATION (ALTERNATE #1)
A.3.1 / SCALE: 1/8" = 1'-0"

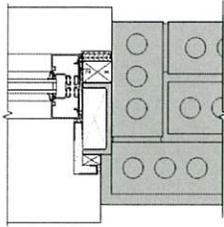


7 1951 BUILDING - WEST ELEVATION
A.3.1 / SCALE: 1/8" = 1'-0"

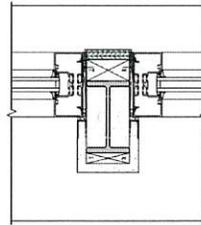


Elevations

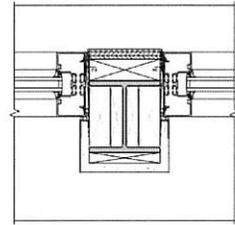
1951 Window Sections



2 WINDOW W1 & W2 JAMB DETAIL
AB.1 3" x 1'-0"



3 WINDOW W1 & W2 JAMB DETAIL @ 3" COLUMN
AB.1 3" x 1'-0"



4 WINDOW W2 & W3 JAMB DETAIL @ 5" COLUMN
AB.1 3" x 1'-0"



List of Alternates

Alternate #1

- Replacement of 1965 East Facing Windows. Adding Metal Panels above Windows

Alternate #2

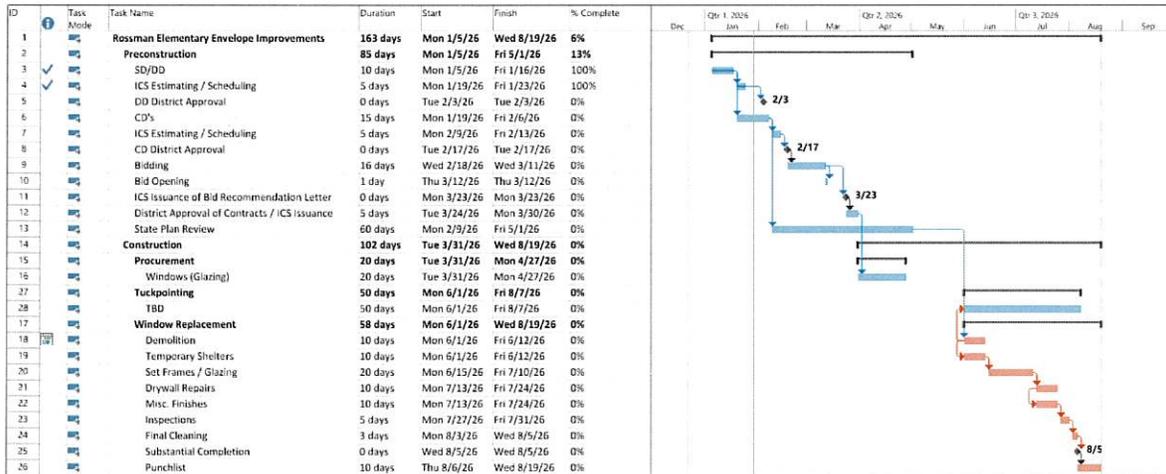
- Aluminum Snap Trim – If 1951 windowsills require.

Alternate #3

- ACM Metal Panels to Match 1951 West Elevation ACM



List of Alternates



Schedule

Design Development- Estimate



Rossman Elementary School Envelope Improvements - Estimate Summary Page

Design Development, 1-30-2026

Construction Value Totals

Base Bid - Per DD Drawings*	\$	235,800.00
Alt. 1 - 1965 East Window's	\$	34,700.00
Alt. 2 - Aluminum Snap Trim	\$	1,400.00
Alt. 3 - ACM Panels	\$	94,500.00
Total	\$	366,400.00



Detroit Lakes Public Schools

Rossman Envelope Improvements
ICS Project # S25081

Date Printed 1/30/2026

OVERALL PROJECT SUMMARY						
FUNDING:	ORIGINAL BUDGET	ADJUSTMENTS	REVISED BUDGET WITH ADJUSTMENTS	COST TO DATE	PENDING COSTS / ADJUSTMENTS	BUDGETED COST TO COMPLETE
1 FUNDING SOURCE(S)						
TOTAL REVENUE:	\$ 368,700	\$ -	\$ 368,700	\$ -	\$ -	\$ 368,700
COSTS:						
2 PERMITS / OWNER COSTS / OFF SITE COSTS						
2.01 Building Plan Review	\$ 1,475	\$ -	\$ 1,475	\$ -	\$ -	\$ 1,475
2.02 Building Permit	\$ 2,396	\$ -	\$ 2,396	\$ -	\$ -	\$ 2,396
SUBTOTAL:	\$ 3,871	\$ -	\$ 3,871	\$ -	\$ -	\$ 3,871
3 FEES / SERVICES / BUDGETS						
3.01 Professional Fees	\$ 53,600	\$ -	\$ 53,600	\$ -	\$ -	\$ 53,600
3.02 Reimbursables	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
3.03 General Conditions	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ -	\$ 2,500
SUBTOTAL:	\$ 59,100	\$ -	\$ 59,100	\$ -	\$ -	\$ 59,100
5 CONSTRUCTION COSTS						
5.01 Window Replacement	\$ 260,000	\$ -	\$ 260,000	\$ -	\$ -	\$ 260,000
5.02 Tuckpointing - TBD	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
SUBTOTAL:	\$ 290,000	\$ -	\$ 290,000	\$ -	\$ -	\$ 290,000
6 CONSTRUCTION CONTINGENCY						
6.01 Contingency	\$ 15,729	\$ -	\$ 15,729	\$ -	\$ -	\$ 15,729
SUBTOTAL:	\$ 15,729	\$ -	\$ 15,729	\$ -	\$ -	\$ 15,729
TOTAL COSTS:	\$ 368,700	\$ -	\$ 368,700	\$ -	\$ -	\$ 368,700

Design Development – Committee Recommendation



- We recommend to approve the Design Development as presented with the authorization to proceed with the Construction Documents.

Request for Proposal

Rossman Elementary School Exterior Restoration

Project Name: Rossman Elementary School Exterior Restoration
Project Location: 1221 Rossman Ave, Detroit Lakes, MN
RFP Issue Date:
RFP Due Date: 3/5/2026

In order to be considered, proposals must be returned via email to:
Brandon.miller@ics-builds.com

Proposal responses will be considered valid for a period of 45-calendar days after the proposal due date.

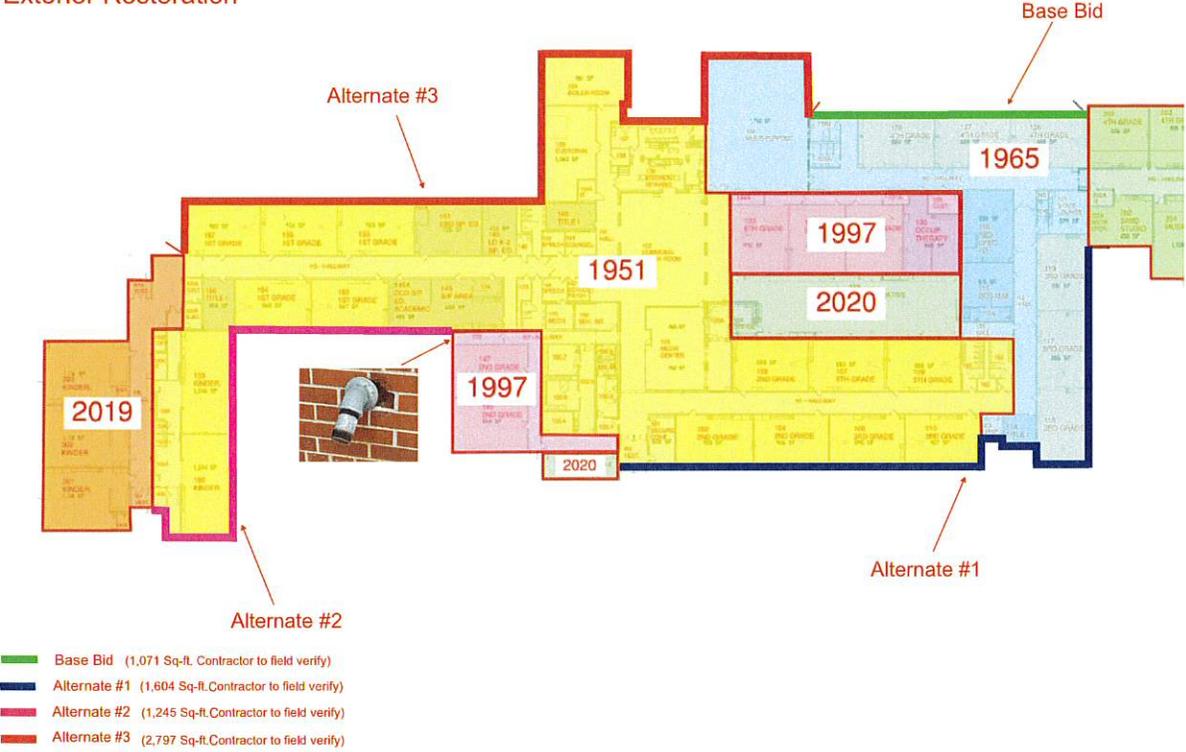


A LEGENCE Company

1. Scope

- **Base Bid**
 - Tuck-pointing of 100% of the brick area as shown on the drawing. Caulking of all masonry joints. Removal of steel I-beams and infilled with brick to match existing. Contractor to remove I-beams to proper depth to infill with like brick. Infill of brick where black cover panels are located (Quantity 3). Include a 200-brick allowance for bricks found to be unsalvageable. Brick to match existing brick.
- **Alternate #1**
 - Tuck-pointing of 100% of the brick area as shown in the drawing. Caulking of all masonry joints. Removal of steel I-beams and infilled with brick to match. Contractor to remove I-beams to proper depth to infill with like brick. Infill of brick where black cover panels are located (Quantity 7). In the entryway overhang located where the 1951 and 1965 meet, provide tuck pointing of 4 courses of brick from the sidewalk up. Full height tuck-pointing 2 feet inward of the returns under the canopy.
- **Alternate #2**
 - Tuck-pointing of 100% of the brick area as shown in the drawing. Caulking of all masonry joints. Infill of brick where black cover panels are located (Quantity 5). Include patching of penetration shown on 1997 addition.
- **Alternate #3**
 - Tuck-pointing of 100% of the brick area as shown in the drawing. Caulking of all masonry joints. Infill of brick where black cover panels are located (Quantity 4).

Rossman Elementary School
Exterior Restoration



Questions?





Construction Documents February 17th, 2026

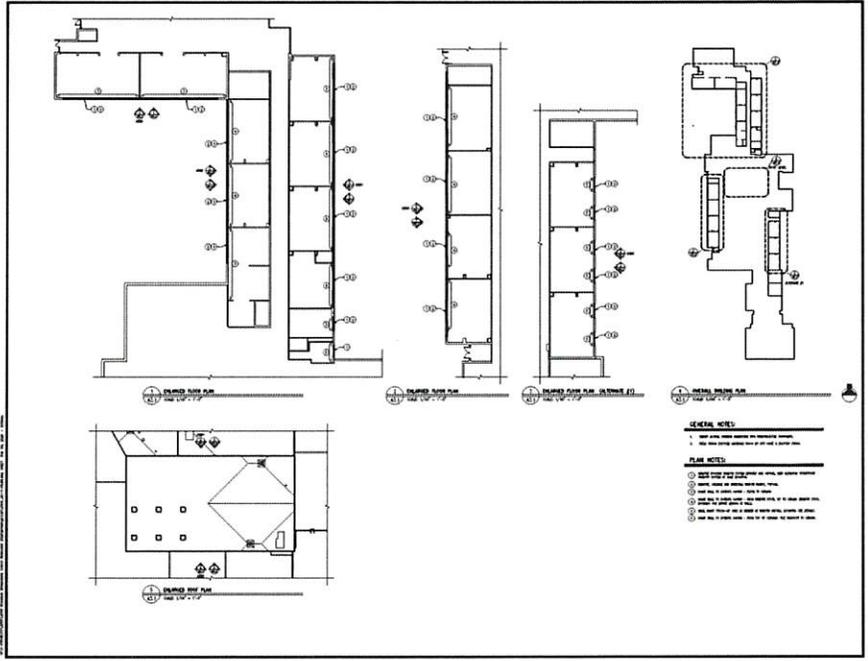
Rossman Elementary Building Envelope
Detroit Lakes, MN

Design Development

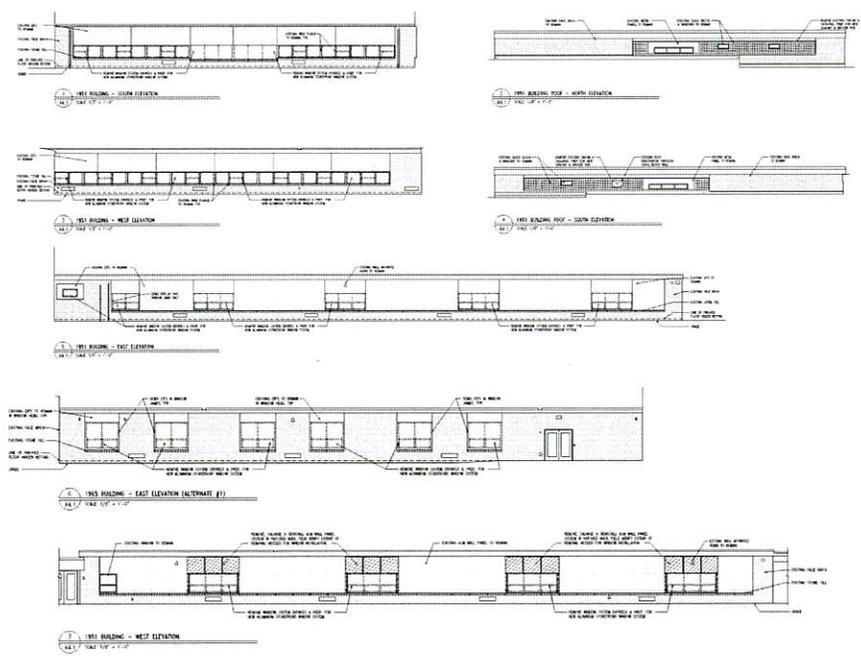


- We'll Review the Following:
 - ✓ CD Plans
 - ✓ Schedule
 - ✓ Proposed Alternates
 - ✓ Construction Estimate
 - ✓ Proposed Bid Package
 - ✓ Board Recommendation

Rossman Elementary Building Envelope

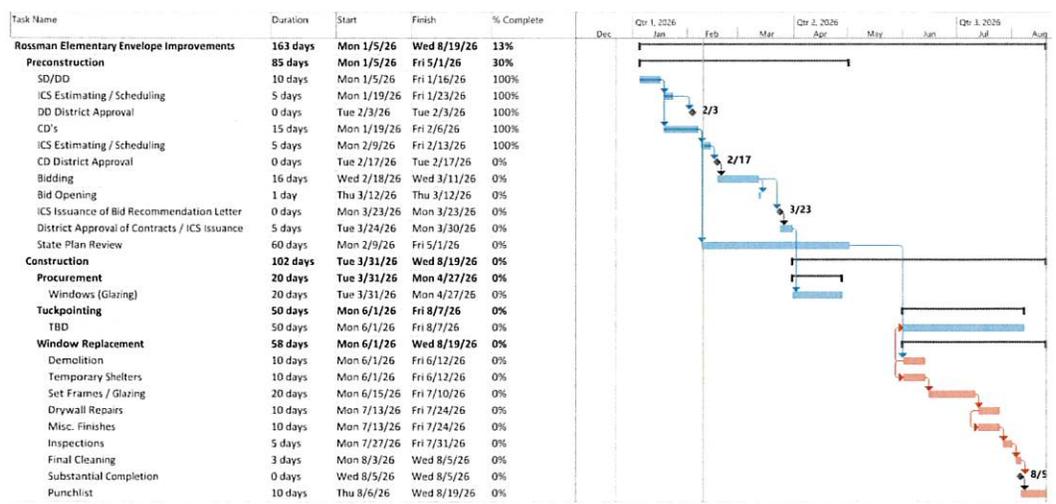
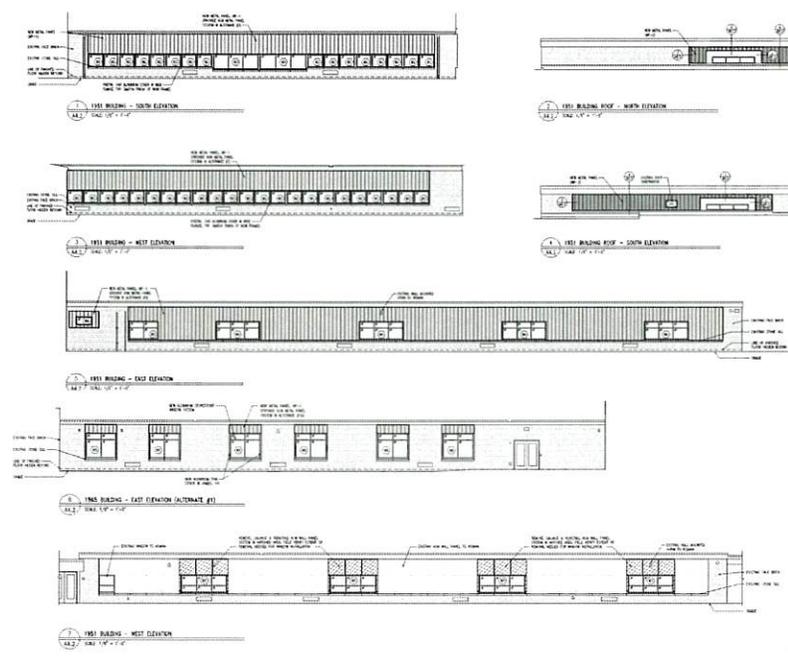


Plan Review
Overall Floor Plans





Plan Review
New Windows &
Metal Panels



Schedule



1.05 SCHEDULE:

A. The list of ADD Alternates is provided below.

ALTERNATE No. 1 – REWINDOW & MP-1 Paneling -1965 East Elevation .

State the Amount to be Added to Base Bid to Provide the additional rewindow and paneling work indicated on drawings, and as herein specified. MP-1 Panels would be used in this Alternate.

ALTERNATE No. 1A – REWINDOW & ACM Paneling -1965 East Elevation .

State the Amount to be Added to Base Bid to Provide the additional rewindow and paneling work indicated on drawings, and as herein specified. ACM Panels would be used in this Alternate.

ALTERNATE No. 2: SNAP TRIM

State the amount to be added to affected Base Bid to provide Snap Trim at Sills of affected window areas, as indicated on the drawings (Shts. A8.1 and A8.2), and as herein specified.

ALTERNATE No. 3: ACM PANEL SYSTEM in Place of MP-1 PANEL SYSTEM:

State the amount to be added to Base Bid to ACM panel System (Section 07 4250) in place of the MP-1 panels (Section 07 4200) as indicated on the drawings, and as herein specified. ACM Panels in Alternate No. 1A are not to be included in Alternate No. 3.

END OF SECTION

List of Alternates

Construction Documents Estimate



Rossman Elementary School Envelope Improvements - Estimate Summary Page

Construction Documents 2-17-2026

		Construction Value Totals
Base Bid - Per CD Drawings	\$	235,800.00
Alt. 1 - 1965 East Windows & Metal Panel	\$	34,700.00
Alt. 1A - 1965 East Windows & ACM Metal Panel	\$	40,000.00
Alt. 2 - Aluminum Snap Trim	\$	1,400.00
Alt. 3 - ACM Panels	\$	89,550.00

Construction Documents – Work Scope

Project will consist of 1 work scope to complete all work identified in the Construction Documents

1. Work Scope 1 – Aluminum Windows and Metal Panels

Construction Documents– Board Recommendation



- We recommend to approve the Construction Documents as presented with the authorization to proceed with the bidding process.

Rossman Elementary Building Envelope

Questions?

