

Draft

MINUTES
USD #325 BOARD OF EDUCATION
JANUARY 12, 2026

The Board of Education of Phillipsburg USD 325 met in regular session Monday, January 12, 2026 beginning at 6:00 p.m. at the Board of Education Office, 240 S. 7th Street, Phillipsburg. Members present when the meeting was called to order were: Shawn Hoover, President; Brock Johnson, Vice-President; Danielle Bohl, member; Rick Dusin, member; Jesse Pfortmiller, member; and Justin Taylor, member.

Officials present: Michael Gower, Superintendent; Amanda Hudson, Treasurer; and Angela Thompson, Clerk.

Other interested persons: Crystal Laurin, Elementary School Principal; Terra Keeten, Middle School Principal; Todd Bowman, High School Principal; and Terek Molzahn.

CALL TO ORDER Shawn Hoover, President, called the meeting to order at 6:00 p.m.

OLD BUSINESS

VACANT BOARD POSITION Shawn Hoover moved the Board appoint Terek Molzahn to fill Position #1 on the Board of Education until the next general election and beginning immediately. Brock Johnson seconded the motion. Motion carried 6-0. Terek Molzahn was sworn in and joined the board members.

CONSENT AGENDA APPROVAL

Shawn Hoover moved the consent agenda including December 8, 2025 regular meeting minutes, treasurer's report, warrants, and items added to the agenda be approved as presented. Brock Johnson seconded the motion. Motion carried 7-0.

COMMUNICATIONS Thank You Cards

REPORT TO THE BOARD BY THE SUPERINTENDENT

The Superintendent reported that the district had received the following donations & grants: Royce Ratliff Memorial - \$750 to PTV
Royce Ratliff Memorial - \$750 to Pacers
Nex-Tech - \$600 to High School Football
Albert Morgan & Leona Morgan Charitable Foundation - \$2000 to Amendment

Danielle Bohl moved the Board accept the donations and grants as listed. Justin Taylor seconded the motion. Motion carried 7-0.

Mr. Gower shared a legislative update including a proposed bill banning cell phones in schools statewide.

NEW BUSINESS

ELECTION OF OFFICERS

Jesse Pfortmiller moved the election of officers be moved to the July 2026 Board meeting. Danielle Bohl seconded the motion. Motion carried 7-0.

NEW BUSINESS (Continued)

**BOARD OF EDUCATION
MEETINGS**

Justin Taylor moved the Board approve the following meeting place, time, and dates:

Meeting Place: Board of Education office, unless crowded conditions exist, at which time the board meeting will be moved to larger accommodations, or adjourn to another time and place. (The Board of Education may adjourn any regular meeting to another time and place.)

Time of Meeting: 6:00 p.m. CST (unless noted otherwise)

Board of Education Meeting Dates for 2026:

February 9	Monday Board Meeting
March 9	Monday Board Meeting
April 13	Monday Board Meeting / Teacher Evaluation & Contracts
May 11	Monday Board Meeting
June 8	Monday Board Meeting
July 13	Monday Board Meeting
August 10	Monday Board Meeting
September 14	Monday Board Meeting
October 12	Monday Board Meeting
November 9	Monday Board Meeting
December 14	Monday Board Meeting
January 11, 2027	Monday Board Meeting

Jesse Pfortmiller seconded the motion. Motion carried 7-0.

**NCKSEC INTERLOCAL
#636 REPORT**

Justin Taylor reported on the recent Interlocal meeting.

PERSONNEL

Shawn Hoover moved the Board enter into executive session for a period of 15 minutes, until 6:23 p.m., for the purpose of discussing personnel matters of non-elected personnel, to protect the privacy interests of the individual(s) to be discussed. Mr. Gower was asked to be present. Brock Johnson seconded the motion. Motion carried 7-0.

The Board returned to regular session at 6:23 p.m.

Shawn Hoover moved the Board re-enter into executive session for a period of 10 minutes, until 6:34 p.m., for the same purpose as stated above. Mr. Gower was asked to remain. Jesse Pfortmiller seconded the motion. Motion carried 7-0.

The Board returned to regular session at 6:34 p.m.

Shawn Hoover moved the Board re-enter into executive session for a period of 10 minutes, until 6:45 p.m., for the same purpose as stated above. Mr. Gower was asked to remain, and Mr. Bowman, Mrs. Keeten, and Mrs. Laurin were asked to enter. Jesse Pfortmiller seconded the motion. Motion carried 7-0.

The Board returned to regular session at 6:45 p.m. No action taken; however, the Board expressed concern regarding the lack of applicants for the Family and Consumer Science Teacher opening. If there is no further interest in the opening, the FACS program including FCCLA may unfortunately have to be discontinued for the upcoming school year.

NEW BUSINESS (Continued)

RESIGNATIONS Justin Taylor moved the Board accept the following resignations:

Glynn, Nicole – Middle School STUCO Sponsor effective end of 2025-2026 School Year
Hilbrink, Sharell – Middle School Secretary effective end of 2025-2026 School Year
Miller, Michael – Elementary Custodian effective December 31, 2025

Jesse Pfortmiller seconded the motion. Motion carried 7-0.

WORK AGREEMENT
APPROVAL

Justin Taylor moved the Board approve the following work agreement:

Bauman, Wyatt – Part-time Elementary Custodian effective January 5, 2026

Rick Dusin seconded the motion. Motion carried 7-0

ADMINISTRATIVE
TEAM CONTRACTS

Shawn Hoover moved the Board extend the following administrative contracts until July 31, 2028, with salary to be determined at a later date:

Bowman, Todd – High School Principal
Keeten, Terra – Middle School Principal
Laurin, Crystal – Elementary School Principal

Jesse Pfortmiller seconded the motion. Motion carried 7-0.

REQUEST FOR USE OF
SCHOOL FACILITIES Information

ADJOURNMENT With no further business, President Hoover adjourned the meeting at 6:47 p.m.

MINUTES APPROVED:

MINUTES RECORDED:

DATE: