

Minutes for January 20, 2016
Organizational School Board Meeting
Amended 5/18/16

Organizational Items

The Organizational meeting of the School Board of Independent School District #738 was called to order at 6:00p.m. in the LMC by Acting Chair. Mike Higgins

Members present: Ali Kruger, Russ Wolter, Todd Smith, Mike Higgins, Ben Christensen, Dale Streit, Pat Meiers, and student member Maddie Higgins

Members absent: None

Also attending was: Superintendent, Chris Swenson, Secondary Principal, Brian Silbernack, & Business Manager Beth Heinze.

Pledge of Allegiance

Higgins thanked Todd Schwartz & Geriann Friday for the years they served on the Board.

New Board Members, Dale Streit & Russ Wolter were seated and took the Oath of Office.

Motion by Christensen, second by Kruger, to approve the amended agenda. Items added: Designation of MSHSL Reps & Authorization to hire 5th Grade Math Masters Co-Advisor, Carrie Jendro. Motion carried. All In Favor (AIF).

Acting Chair Higgins called for nominations for Chairperson.

Smith nominated Higgins. No other nominations were received. Higgins, Acting Chair moved nominations be closed.

Higgins is the only candidate nominated for the office of chair, and I hereby declare him elected by acclamation and direct the acting clerk to so record in the minutes. Higgins named Chairperson.

Higgins called for nominations for Vice-Chairperson.

Wolter nominated Smith. No other nominations were received. Higgins moved nominations be closed. Smith is the only candidate nominated for the office of vice-chair, and I hereby declare him elected by acclamation and direct the acting clerk to so record in the minutes. Smith named Vice-Chairperson.

Higgins called for nominations for Clerk.

Smith nominated Christensen. No other nominations were received. Higgins moved nominations be closed. Christensen is the only candidate nominated for the office of clerk, and I hereby declare him elected by acclamation and direct the acting clerk to so record in the minutes. Christensen named Clerk.

Higgins called for nominations for Treasurer.

Christensen nominated Kruger. No other nominations were received. Higgins moved nominations be closed. Kruger is the only candidate nominated for the office of treasurer, and I hereby declare him elected by acclamation and direct the acting clerk to so record in the minutes. Kruger named Treasurer.

Motion by Smith, second by Christensen, to set the 2016 school board meeting calendar, time and location as follows:

Meetings will begin at 6:00 PM, unless otherwise noted or publicized. Meetings will be held in the High School LMC.

For meeting dates as discussed. Meet and Confer meetings are at 3:15 PM, in the boardroom & Work Sessions are at 6:00 PM, in the boardroom Motion carried. AIF.

Motion by Smith, second by Kruger, to retain the board salary as follows: \$50 for regular, special and committee meetings; \$75 for out of district meetings, and \$75 for meetings that exceed 6 hours in length; Chair \$250/year, Clerk \$80/year, Treasurer \$80/year. Motion carried. AIF.

Motion by Christensen, second by Kruger, to set the mileage rate as established by the federal reimbursement rate while using own vehicle on school business. Motion carried. AIF.

Motion by Smith, second by Christensen, to retain the Albany Enterprise as the official newspaper. Motion carried. AIF.

Motion by Christensen, second by Kruger, to retain Stearns Bank Holdingford, MN Trust, and Minnesota School District Liquid Assets Fund (MSDLAF), and that the Superintendent/Business Manager are authorized to make deposits in official depositories. Motion carried. AIF.

Motion by Smith, second by Christensen, to allow the use of facsimile board signatures affixed by computer on payroll and disbursement checks. Motion carried. AIF.

Motion by Smith, second by Kruger, to name district adm. assistant as clerk's designee for routine school duties and handling election duties. Motion carried. AIF.

Motion by Christensen, second by Smith, to authorize the superintendent to sign/renew contracts and service agreements in amounts less than \$10,000. Motion carried. AIF.

Motion by Smith, second by Kruger, to authorize the business manager as treasurer's designee for routine duties including investments and electronic transfers. Motion carried. AIF.

Motion by Smith, second by Kruger, to approve providing meals, coffee, and light refreshments to visitors. Motion carried. AIF.

Motion by Smith, second by Christensen, to authorize board chair and superintendent to be exclusive contacts with district counsel and to use one firm. Tom Jovanovich, Attorney. Motion carried. AIF.

Motion by Smith, second by Kruger, to participate in Title Programs I, II, and IV. The superintendent is the LEA representative for the programs. The elementary principal is authorized as the contact person. Motion carried. AIF.

Motion Smith, second Christensen, to establish board committee assignments as discussed. Motion carried. AIF.

Motion by, Christensen, second by Smith, to approve the consent agenda. Motion carried. AIF. Items in consent agenda included: approval of the minutes from Dec. School Board meeting; approval of the schedule of bills in the amount of \$148,209.19. Computer checks approved #77042 through #77167; approval of the district activity checks #011601 through #011616, which totaled \$5,106.84; and approval of the electronic transfer for Dec. 2015, \$1,476,124.83; Treasurers report balance per books is \$1,979,057.27; approval of Lange Change Requests; Business Manager Report; approval of Lions Club selling Quilt Raffle tickets at home athletic events;

On Roll Call voting in favor: Kruger, Wolter, Smith, Higgins, Christensen, Streit, Meier. Voting against, none. Motion Carried.

Chairperson welcomed fellow board members, administration, staff and guests.

Reports

Superintendent informed the board Ali & Pat need to meet with AD/Dean to settle contract and he proposed adding a closed negotiation session after the February regular board meeting.

Motion by Meier, second by Christensen to add a closed negotiation session following the Feb. 17, 2016 regular board meeting. Motion carried. AIF.

Student School Board Member, Maddie Higgins reported on winter teams: Boys & Girls Basketball & Wrestling are all doing well! She updated the Board on winter activities: Student Council & NHS are fundraising for Holdingford Food Shelf, & FFA represented our school very well at Contest. Maddie also reported the school year is halfway done.

Secondary Principal's Report: Mr. Silbernick reported Semester one is complete, report cards out tomorrow with Skylert notification, for Para Pro appreciation week a lunch provided for all Para's, thanks to Mr. Stang for organizing. He update the board on the progress of a new grading program. Mr. Silbernick informed the board that we will be moving away from Edline in the high school and then will look for a new Webpage as well. He informed the Board of the grants Mr. Roberts has obtained and thanked him for his efforts obtaining the grants.

BSED report: Higgins reported the organizational meeting took place, the Exec. Director search is in progress, the need for a strong leader is needed to move forward in the right direction with the Ed District. He also reported they are close to settling contracts.

Business Items:

Motion by Christensen to approve Resolution directing the administration to make recommendations for reductions in programs and positions and reasons thereof for 2016-2017, second by Smith. On Roll Call in favor: Kruger, Wolter, Smith, Higgins, Christensen, Streit, Meier. Voting Against: None. Motion carried.

Motion by Smith, second by Christensen, to approve Pay Equity Report as presented. Motion carried. AIF.

Higgins summarized the need for a Facility Analysis & Needs Assessment. The Board interviewed many vendors. After discussions there was a motion by Smith, second by Christensen, to hire ICS to conduct a Facility Analysis and Needs Assessment of the School. Motion carried. AIF.

Mr. Swenson reported staff had been asked about the current state of the ventilation project. There were no new issues with the system. The wood shop ventilation system has been working well. The welding shop air exchange will continue to be looked at.

Motion by Smith, second by Kruger, to pay final invoice on shop ventilation project. Motion carried. AIF.

The meeting continued with a review of the preliminary enrollment projections.

Mr. Swenson asked Business Manager Ms. Heinze to put this together to start looking at for budgeting purposes.

Motion by Smith, second by Kruger, to designate MSHSL Holdingford School Rep. Jason Bruns and MSHSL Holdingford School Board Rep. Pat Meier. Motion carried. AIF.

Personnel:

Motion by Christensen, second by Smith, to hire Head Custodian, Jim Novak at Grade 8 Step 6 plus stipends for boiler license and automated control duties his hourly wage is \$19.47. Motion carried. AIF.

Motion by Smith, second by Kruger, to hire Stephanie Talberg for SPED Long Term Substitute Teacher at BS Step 1 from approx. 1/7/16 to 3/4/16. Motion carried. AIF.

Motion by, Smith, second by Christensen, to hire Rachel Schwartz, Husker Kid Zone Assistant at \$9.50 per hour. Motion carried. AIF.

Motion by, Smith, second by Christensen, to approve leave of absence for Angie Lichy

Motion carried. AIF.

No Action on Item 9.5.

Motion by, Smith, second by Kruger, to hire Carrie Jendro for 5th Grade Math Masters Advisor at Category 10 Step 1.

Motion carried. AIF.

Review Calendar of events/upcoming meetings.

Work Session Feb. 3rd – Email Calendar & Google Apps

Closed sessions after Feb Meeting

Adjourn

Agenda completed at 7:16 PM. A motion to adjourn was made by Smith, second by Kruger. Motion carried unanimously.

AIF.

Respectfully Submitted by Clerk

Ben Christensen