

Minutes for January 14, 2019 Organizational School Board Meeting

Acting Chair Higgins called the Organizational meeting of the School Board of Independent School District #738 to order at 5:02 PM in the LMC.

Members present: Evelyn Martini, Russ Wolter, Ed Feia, Mike Higgins, Ben Christensen, Dale Streit, and Pat Meier.

Members absent: None

Also attending was: Superintendent Chris Swenson, Secondary Principal Angela Safran, Business Manager Beth Heinze, Jodie Zesbaugh and Barbie Doyle with Ehlers Financial.

Pledge of Allegiance was recited.

New Board Member Evelyn Martini took the Oath of Office.

Motion by Christensen, second by Wolter, to approve the amended agenda. Items added: 8.8 approve 4's School Readiness Handbook and 9.4 approve amended contract for Brenda Payne. Motion carried. All In Favor (AIF).

Acting Chair Higgins called for nominations for Chairperson. Higgins nominated Christensen, no other nominations were received. Acting Chair Higgins moved nominations be closed. Christensen 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. Christensen named Chairperson.

Ben Christensen took over as Chair.

Chair Christensen called for nominations for Vice-Chairperson, Meier nominated Higgins, no other nominations were received. Chair Christensen moved nominations be closed, Higgins 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. Higgins named Vice-Chairperson.

Chair Christensen called for nominations for Clerk, Higgins nominated Streit no other nominations were received, Chair Christensen moved nominations be closed, Streit 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. Streit named Clerk.

Chair Christensen called for nominations for Treasurer, Christensen nominated Feia no other nominations were received, Chair Christensen moved nominations be closed, Feia 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. Feia named Treasurer.

Motion by Dale to add Dec 18th Truth & Taxation Hearing and to set the 2019 school board meeting calendar as presented 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. Meet and Confer meetings are at 3:15 PM, in the boardroom & Work Sessions are at 6:00 PM in the boardroom, second by Meier. Motion carried. AIF.

Motion by Higgins, second by Meier, 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 Feia, second by Wolter, to set the mileage rate at 58 cents as established by the federal reimbursement rate while using own vehicle on school business. Motion carried. AIF.

Motion by Higgins, second by Meier, to retain the Albany Enterprise as the official newspaper. Motion carried. AIF.

Motion by Streit, second by Feia, 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 Higgins, second by Meier, to allow the use of facsimile board signatures affixed by computer on payroll and disbursement checks. Motion carried. AIF.

Motion by Streit, second by Wolter, to name district administrative assistant as clerk's designee for routine school duties and handling election duties. Motion carried. AIF.

Motion by Higgins, second by Feia, to authorize the superintendent to sign/renew contracts and service agreements in amounts up to \$20,000. Motion carried. AIF.

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

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

Motion by Wolter, second by Higgins, 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 Meier, second by Streit, 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.

Board committee assignments were discussed and tabled until the February meeting.

Motion by Higgins, second by Wolter to approve the consent agenda. Motion carried. AIF. Items in consent agenda included: approval of the minutes from Dec. 19th School Board Meeting; approval of the schedule of bills in the amount of \$296,982.10---. Computer checks approved #81917 through

#82039; approval of the district activity checks #011977 through #012001, which totaled \$4,079.19; and approval of the electronic transfer for Dec. 2018, \$1,562,741.13; Approve Lane Changes for Maia Hamann and Tara Wolford; and approved JH Knowledge Bowl, 7th and 8th Grades Boys Basketball Coaches. On Roll Call voting in favor: Martini, Wolter, Feia, Higgins, Christensen, Streit, Meier. Voting against: None. Motion Carried Unanimously.

Chair Christensen welcomed fellow board members, administration, staff and guests.

Secondary Principal Ms. Safran thanked substitute teachers for keeping students in routine during the month of December! She reported that she is currently conducting teacher and para evaluations, semester one is coming to an end, student of quarter assembly is Jan. 31st, winter semi formal dance was well attended, academy day for teachers is at ROCORI, and course registration for next school year will start Jan. 28th. Ms. Safran's Assessment update included test accommodations are being entered on MDE, Aimsweb testing for grades 7 & 8 will be in late Jan. and 78% of the juniors are signed up to take the ACT. She also addressed questions on SRO Officer which she reported is working out very well and on 7th and 8th grade response to new structure for failed courses, she reported with semester one coming to the end now is the time where she will be paying close attention to this change.

Business Manager Ms. Heinze reported on general fund monthly expenditures and that every 3 years the District is required to complete a comparable worth study and she will be working on that.

Mr. Swenson reported BSED Superintendents met and items discussed were fee structures and long term planning

Business Items:

Jodie Zesbaugh and Barbie Doyle presented the Building Bond Sale Report
8 bids were received. Low Bidder was Northland Securities at 3.22%. Motion by Feia, second by Meier, to approve the Resolution Relating To \$10,695,000 General Obligation School Building Bonds, Series 2019A; Authorizing The Issuance, Awarding The Sale, Prescribing The Form And Details And Providing For The Payment Thereof. Upon vote being taken on the foregoing resolution, the following voted in favor thereof: Martini, Wolter, Feia, Higgins, Christensen, Streit, Meier and the following voted against the same: None whereupon the resolution was declared duly passed and adopted. Ms. Doyle and Ms. Zesbaugh then presented Holdingford Schools with an award recognizing Moody's Investors service assignment of an upgrade to a A3 credit rating. The Board congratulated Ms. Heinze and Mr. Swenson

Ms. Heinze reported the December 2018 treasurer's report will be available at the Feb. meeting and that the District will be starting to invest cash balances.

Motion by Higgins, second by Streit to approve seniority list. AIF. Motion carried.

Motion by Streit, second by Martini, to approve the contract with MLA Architects, Inc. General Corporation as presented and approved by District Council. Motion carried. AIF. Motion by Wolter, second by Higgins, to approve the flooring proposal with Hennen Floor Covering, Inc. \$15,350.95 for 5 classrooms and the 3-4-pod hallway. Work to be done in June 2019. Motion carried. AIF.

Building planning update: Mr. Swenson presented architect preliminary drawings of the high school cafeteria, front entry of high school with offices and commons area, classroom addition area, and elementary school entry restructuring. The next Project Oversight Committee meeting will be Jan. 24th. A community meeting is being planned.

Motion by Higgins, second by Feia, to Accept and Award the Base Bid for the High School roof sections 1,2,3,4,5,6,8 and the Elementary School roof sections 14,15,16,17,18,19,20,21, and 22 to Granite City Roofing Company – St. Cloud, MN with a base bid of \$2,539,700. Motion carried. AIF.

Chris summarized the 4's handbook and explained the need to have a tool for parents of preschool participants. Motion by Higgins with many thanks to Ms. Posch, Mr. Stang and others involved in creating the handbook, second by Wolter to approve the 4's School Readiness Handbook as presented. Motion carried. AIF.

Personnel:

Motion by Meier, second by Higgins, to accept resignation from Rachel Schwartz, Kid Zone Assistant effective Jan. 24, 2019. Motion carried. AIF. The Board thanked Ms. Schwartz for her time working with the Kid Zone Program!

Motion by Meier, second by Streit, to approve maternity leave for Marian Lyngaard from approximately May 6, 2019 and for the remainder of the 2018-2019 school year. Motion carried. AIF.

Motion by Higgins, second by Martini, to approve Medical Leave for Mindy Arnzen with an anticipated return date of Feb. 25, 2019. Motion carried. AIF.

Motion by Wolter, second by Martini, to amend Teaching Contract for Brenda Payne from MS45 Step 1 to MS45 Step 8 for the remainder of the 2018-2019 school year. Motion carried. AIF.

Board acknowledged and thanked the generous donators who donated \$1,266.90 for negative and low lunch balances and Cherry Berry who donated \$250 in gift cards, which will be used for PBIS rewards. The

A review of the upcoming meetings took place.

POC meeting Jan. 24th @ 8:00 AM in the Board Room

Work Session Feb. 6th, 2019, 6:00 PM in the Board Room

Meet & Confer Feb. 20th, 2019, 3:15 PM in the Board Room

Regular Board meeting Feb. 20st, 2019, 6:00 PM in the LMC

Adjourn

Agenda completed at 6:44 PM. A motion to adjourn was made by Feia second by Streit. Motion carried. AIF.

Respectfully Submitted by Clerk