

## **Minutes for January 19, 2022 Organizational School Board Meeting**

Acting Chair Lori Opatz called the Organizational meeting of the School Board of Independent School District #738 to order at 6:00 PM in the meeting room.

Members present: Evelyn Martini, Elissa Ebnet, Sarah Binek, Lori Opatz, Robb Knettel, and Pat Meier.

Member absent: Ed Feia.

Also attending was: Superintendent Chris Swenson, Secondary Principal Angela Safran, Student Representative Morgan Pallett, Tech Director Lance Feia, AD Jason Bruns, Adm. Assistant Linda Zapzalka and Mike Kosik from Star Publications.

The Pledge of Allegiance was recited.

Motion by Meier, second by Ebnet, to approve the amended agenda. Added: Item 5. Statement: The board will not allow personnel to be discussed during the meeting due to data privacy rules. If you have concerns, they should be directed to the Superintendent's office: 6.5. Business Manager Report: 7.8. Resolution in Support of the Congressional IDEA Full Funding Act. Motion carried. All In Favor (AIF).

Acting Chair Opatz called for nominations for Chairperson, Ebnet nominated Feia, no other nominations were received. Acting Chair Opatz moved nominations to be closed. Feia 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. Feia was named Chairperson.

Acting Chair Opatz called for nominations for Vice-Chairperson, Martini nominated Opatz, no other nominations were received. Acting Chair Opatz moved nominations to be closed, Opatz is the only candidate nominated for the office of vice-chair, and I hereby declare her elected by acclamation and direct the acting clerk to so record in the minutes. Opatz was named Vice-Chairperson.

Acting Chair Opatz called for nominations for Clerk, Knettel nominated Meier, no other nominations were received, Acting Chair Opatz moved nominations to be closed, Meier 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. Meier was named Clerk.

Acting Chair Opatz called for nominations for Treasurer, Ebnet nominated Martini no other nominations were received, Acting Chair Opatz moved nominations be closed, Martini is the only candidate nominated for the office of Treasurer, and I hereby declare her elected by acclamation and direct the acting clerk to so record in the minutes. Martini was named Treasurer.

Motion by Martini, to set the 2022 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 Meeting Room. Meet and Confer meetings are at 3:15 PM, in the High School Meeting Room and Work Sessions are at 6:00 PM in the High School Meeting Room, second by Ebnet. Motion carried. AIF.

Motion 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, second by Knettel. Motion carried. AIF.

Motion by Knettel, second by Ebnet, to set the mileage rate at 58.5 cents, the established federal reimbursement rate while using your own vehicle on school business. Motion carried. AIF.

Motion by Martini, second by Ebnet, to retain the Star Post as the official newspaper. Motion carried. AIF.

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

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

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

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

Motion by Meier, second by Martini, to authorize the board chair and superintendent to be exclusive contacts with district counsel and to use one firm. Jovanovich, Dege, Athmann, PA of St. Cloud with Liz Halet as our Legal Counsel. Motion carried. AIF.

Motion by Meier, second by Knettel, 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.

Discussion ensued on board committee assignments. Final approval will be at the February meeting.

Motion by Meier, second by Knettel, to approve the consent agenda. Items in consent agenda included: approval of the minutes from Dec. 15<sup>th</sup> School Board Meeting and Jan. 5<sup>th</sup> Special Mtg, Work Session & Closed Mtg.; approval of the schedule of bills in the amount of \$420,784.89---. Computer checks approved #51482 through #51627 and #30205 through #30242; approval of the electronic transfer for Dec. 2021, \$2,301,838.64; approval of Policy 406; approval of lane change for Kyle VanOverbeke from BS10 to BS20; approval of lane change for Kate Murnane from BS20 to BS30; approval to increase Para Sub pay for the remainder of the 21-22 school year as presented; approval of wage increase for Student Workers to \$10.33 to meet minimum wage requirements. On Roll Call voting in favor: Martini, Ebnet, Binek, Opatz, Knettel and Meier. Voting against: None. Motion carried unanimously. Acting Chair Opatz recognized & thanked the donors for their generosity!

Acting Chair Opatz welcomed fellow board members, administration, staff and guests.

Citizen Participation: None

Superintendent Swenson reported on building projects. The District will be going out for estimates to replace the rest of the elementary parking lot and the road around the back of the school, and for replacing the existing transformers using LTF money and fund balance dollars. He updated the Board on the ventilation project/science lab project. Mr. Swenson informed the Board that he has a couple potential Business Manager applicants and is working with KDV to determine what portions of the position could be sourced out. He reported the District currently has 2 staff members and 8 students out on COVID quarantine, he is waiting on guidance from MDH for the updated quarantine guidelines and there is a meeting scheduled next week to discuss the future of the boys basketball program.

Student Representative Morgan Pellett reported on the upcoming Winter Dance and that junior high students are now part of the Student Council. She informed the Board of some student concerns including the water quality at school and the mistreatment by students of the commons area and theater. They would like to see these concerns addressed.

Principal Safran recognized and thanked the Substitute Teachers for helping keep our doors open, the Paraprofessionals who are very much appreciated and will be recognized next week during ParProfessional week. Ms. Safran reported she is working through teacher observations, semester one is complete, report cards will be out next week, student of quarter recognition will take place and she will be chaperoning the Winter Dance. She informed the Board of plans to discuss a cell phone policy at her next TAP meeting. The policy would require 7th & 8th grade student phones to stay in lockers. Ms. Safran asked for input from the Board. The consensus of the Board is in favor of implementing the cell phone policy for junior high students but also are aware there may be some push back from parents. She reported on a survey she conducted on the new hat policy with the majority liking hats on Fridays and recommends staying the course for the remainder of the year. Lastly Ms. Safran reminded the Board testing season is around the corner and preparations are in progress.

Ebnet reported BSED business as usual.

Business Manager Report was reviewed and Mr. Swenson thanked Ms. Heinze for helping complete the Business Manager duties while the District finds her replacement.

**Business Items:**

Matthew Hammer from Ehlers Financial presented the Facility Maintenance bond bids and reported Northland Securities was awarded the Bonds at 2.43%, saving \$100,000 in interest and generating an additional \$52,000 additional project funds with no additional tax impact. The ventilation/science lab project will be completed with no tax increase. Mr. Hammer congratulated the District on their achievement moving up two steps to a "A1" Moody's Investor Rating which helps secure the low interest rate.

Motion by Meier, to adopt the Resolution Relating to \$3,355,000 General Obligation Facilities Maintenance Bonds, Series 2022A; Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment Therefore, second by Martini. On roll call voting in favor: Martini, Ebnet, Binek, Opatz, Knettel & Meier. Voting against the same: None. Motion carried.

Whereupon the resolution was declared duly passed and adopted.

Technology Director Lance Feia summarized the upgrades he is proposing for FY23 including wifi upgrade, battery backup replacement and renewal of the primary internet connection. Mr. Feia explained that with erate funding the district end cost is 40 cents on a dollar for these projects.

Motion by Meier to approve the bid from Matrix/NDI to replace/upgrade the existing 124 WiFi access points and upgrade the controller system of said access points to a cloud solution at a total cost to the District after erate reimbursement will be \$42,413.68. Second by Martini. Motion carried. AIF.

Motion by Knettel to approve the bid from Batteries Plus to replace/upgrade the existing battery backup solution in the server room at a total cost to the District after erate reimbursement will be \$6,086.40. Second by Ebnet. Motion carried. AIF.

Motion by Martini to approve the bid from Midco for our Primary Internet Connection at a total cost to the District after erate reimbursement will be \$13,440. Second by Binek. Motion carried. AIF.

Superintendent Swenson explained the Pay Equity Report is done every 3 years to ensure female workers that do the same job as male workers are being paid the same. The District is in compliance. Motion by Meier, second by Knettel, to approve the Pay Equity Implementation Report for 2021-2022 as presented. Motion carried. AIF.

Motion by Martini, second by Knettel, to approve the District Certified Staff Seniority list for 2021-2022 as presented. Motion carried. AIF.

Acknowledgement of the Treasurer's Report for Dec. 2021 with a balance per books of \$6,666,815.82.

Motion by Martini to adopt the Resolution in Support of the Congressional IDEA Full Funding Act second by Knettel. Motion carried. Said resolution duly passed and adopted 1/19/2022.

**Personnel:**

Motion by Ebnet, second by Knettel, to accept the resignation from Beth Heinze effective 12/31/2021. Motion carried. AIF. The Board thanked Ms. Heinze for her great work and service to the District .

Motion by Knettel, second by Martini, to hire Daniel Nienaber for the 1:00-9:30 PM Custodial Shift. Start date is 1/10/2022. Motion carried. AIF.

Motion by Meier, second by Binek, to hire Charles Kuklok for the FTE 3:00-11:30 PM Custodial Shift. Start date is 1/10/2022. Motion carried. AIF.

Motion by Ebnet, second by Knettel, to hire Becca VanHeel for the Com. Ed. Coordinator position. Start date is 1/11/2022. Starting wage is \$18.58/hr. Motion carried. AIF.

Motion by Knettel, second by Binek, to hire Melyssa Sakry for the Kindergarten LTS position from approximately 4/15/2022 through the end of the 2021-2022 school year. Hire at MS Step 1. Motion carried. AIF.

Motion by Knettel, second by Martini, to accept resignation from Lisa Falk for the Full Time Substitute Teacher position effective approximately 4/30/2022, based on when Ms. VanOverbeke starts her leave. Motion carried. AIF.

Motion by Martini, second by Ebnet, to hire Lisa Falk for the 1st Grade LTS position from approximately 4/30/22 through the end of the 2021-2022 school year. Hire at MS Step 1. Motion carried. AIF.

Motion by Martini, second by Binek, to approve two additional weeks of FMLA Leave for Amanda Wolf. Her return date is 3/1/2022. Motion carried. AIF.

A review of the upcoming meeting dates took place.

School Board Work Session February 2, 2022 6:00 PM in the HS Meeting Room

Meet & Confer Meeting February 16, 2022 @ 3:15 PM in the HS Board Room

School Board Meeting February 16, 2022 @ 6:00 PM in the HS Meeting Room

**Adjourn**

Agenda completed at 7:18 PM. A motion to adjourn was made by Meier, second by Ebnet. Motion carried. AIF.

Respectfully Submitted by  
Clerk Patrick Meier