

Minutes for January 18, 2017 Organizational School Board Meeting

The Organizational meeting of the School Board of Independent School District #738 was called to order at 6:01p.m. in the LMC by Acting Chair Mike Higgins.

Members present: Ali Kruger, Todd Smith, Mike Higgins, Ben Christensen, Dale Streit, and Pat Meier.

Members absent: Russ Wolter

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

Pledge of Allegiance

Motion by Smith, second by Christensen, to approve the amended agenda item added 8.6. Food Service employee correction. Motion carried. All In Favor (AIF).

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

Higgins called for nominations for Vice-Chairperson, Higgins 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. Todd 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. Benjamin Christensen named Clerk.

Higgins called for nominations for Treasurer, Higgins 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 her elected by acclamation and direct the acting clerk to so record in the minutes. Alisha Kruger named Treasurer.

Motion by Streit, second by Kruger to set the 2017 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 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 Smith, second by Christensen, 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 Smith, second by Christensen, 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 Christensen, to name district administrative assistant as clerk's designee for routine school duties and handling election duties. Motion carried. AIF.

Motion by Smith, second by Streit, 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 Meier, 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 Streit, 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 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.

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

Motion by Smith, second by Christensen, to approve the consent agenda. Motion carried. AIF. Items in consent agenda included: approval of the minutes from Dec. School Board Meeting; minutes from the Dec. 28th and Jan. 4th Board Work Sessions; approval of the schedule of bills in the amount of \$277,566.53--. Computer checks approved #78613 through #78787; approval of the district activity checks #011748 through #011755, which totaled \$7,741.21; and approval of the electronic transfer for Dec. 2016, \$1,257,927.76; and Treasurers report balance per books is \$1,122,339.50. On Roll Call voting in favor: Kruger, Smith, Higgins, Christensen, Streit, Meier. Voting against, none. Motion Carried.

Chairperson

welcomed fellow board members, administration, staff and guests.

MREA Director Fred Nolan was present, he reported on benefits of belonging to MREA. Key benefits are advocacy and communication.

Superintendent reported on legislation, SPED teacher search, and Early Childhood meetings.

Secondary Principal Mr. Silbernick reported we are midway through the year, report cards will be going out Jan. 26th, the student of quarter assembly will be Feb. 7th, he will be concluding midyear evaluations, registration booklets will be distributed on Jan. 30th & 31st, and OLPA testing for grades 7 & 8 will be on Feb. 6th & 7th.

Elementary Principal Mr. Stang reported on Para evaluations, teacher evaluations, Dream Catcher playground, MCA rewards from PTA, and Title Services.

Business Manager Report: Beth Heinze reported on budgets and year-end reports.

BSED report: Higgins reported the organizational meeting took place, new members
New director \$13,000 overage coming back.

Business Items:

Motion by Meier to approve Resolution directing the administration to make recommendations for reductions in programs and positions and reasons thereof for 2017-2018, second by Christensen.

On Roll Call in favor: Kruger, Smith, Higgins, Christensen, Streit, Meier. Voting Against: None. Motion carried.

Motion by Christensen, second by Smith, to approve contract agreement with Bergan KDV, LTD for auditing services for the next three years per contract. Motion carried. AIF.

First reading of Policy 506 Student Discipline Mr. Swenson explained the section inserted specific to Holdingford School.

Discussion took place on publishing a summary of the business of the School Board meetings. The Board would like to publish unapproved minutes to website following meetings and to re-evaluate in 3 months. Motion by Meir to publish minute summary, second by Smith. Motion carried. AIF.

Motion by Christensen, second by Smith, to approve School Calendar for the next two School Years as presented. Motion carried. AIF.

Personnel:

Motion by Smith, second by Christensen, to hire Kristen Klemmer for Elem SPED Para at Grade 4 Step O for 6.5 hours a day. Motion carried. AIF.

Motion by Smith, second by Christensen, to approve Lane Changes for Emily Loso and Joy Swanson from BS to BS15. Motion carried. AIF.

Motion by Smith, second by Christensen to approve to Post for ELL Instructor for approximately 8 hours a week. Time to be determined based on student numbers. Motion carried. AIF.

Motion by Smith, second by Streit, to hire Richard Koehn for AM and PM Van Route Driver. Motion carried. AIF.

Motion by Smith, second by Christensen, to post for additional SPED AM and PM Van Route Driver starting in mid Jan. Motion carried. AIF.

Motion by Smith, second by Christensen, to approve correction to move Food Service employee, Jessica Klaphake from Grade 3 Step 5 to Grade 4 Step 5. Motion carried. AIF.

The Board acknowledged and thanked Cherry Berry and Geriann Friday for their generous donations and reviewed the upcoming events and meetings.

Work Session Jan. 25th, 2017, 6:00 PM

Work Session Feb. 1st, 2017, 6:00 PM

Meet & Confer Feb. 8th, 2017, 3:15 PM

Regular Board meeting Feb. 8th, 2017, 6:00 PM

Adjourn

Agenda completed at 7:08 PM. A motion to adjourn was made by Smith, second by Streit. Motion carried unanimously. AIF.

Respectfully Submitted by Clerk
Ben Christensen